



**CITY COUNCIL WORK SESSION AGENDA
MONDAY, MARCH 02, 2026**

SPRING LAKE PARK CITY HALL, 1301 81ST AVE NE at 5:30 PM

- 1. CALL TO ORDER**
- 2. DISCUSSION ITEMS**
 - A. Review Feasibility Study for 2026 Street Improvement Project
 - B. Business Ordinance Updates (*Buchholtz*)
 - C. City Communications Regarding Federal Enforcement Activity (*Moran*)
- 3. REPORT**
 - A. City Council and Staff Reports
- 4. ADJOURN**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

One or more City Councilmembers may participate in this meeting remotely using interactive technology, in compliance with the Minnesota Open Meeting Law (M.S. §13D.02).

City of Spring Lake Park Staff Report



Agenda Date	Status
March 2, 2026 Work Session	
Requestor	Agenda Section
Engineer Gravel	Discussion
Agenda Item #: 2a	
Feasibility Report – 2026 Street Improvement Project	
Executive Summary	
<p>City Engineer Phil Gravel will present an overview of the Feasibility Report for the proposed 2026 Street Improvements Project, summarizing the recommended improvements, estimated costs, and proposed assessments. He will also be available to respond to questions from the City Council.</p>	
Background	
<p>On November 3, 2025, the City Council adopted Resolution 2025-38 authorizing preparation of a Feasibility Report for the 2026 Street Improvements Project, which includes improvements to Plaza Boulevard, Theorin Terrace, Center Drive, Sunset Road, and a portion of the TH 10 Service Drive. The report evaluates the existing pavement conditions and recommends a 2” mill and overlay with spot curb and gutter repairs, along with minor storm structure adjustments. The total estimated project cost is \$577,200, with approximately \$501,592.15 proposed to be assessed in accordance with the City’s established assessment policy.</p> <p>The Feasibility Report outlines a proposed project schedule, beginning with acceptance of the report and calling for the public improvement hearing on April 6, 2026. Following the hearing and, if directed by the Council, preparation and approval of plans and specifications are anticipated in April, with bidding in May. The assessment roll would be declared and ordered in May, with the assessment hearing scheduled for June 15, 2026. Construction is anticipated to begin in July 2026, allowing the project to be completed within one construction season.</p>	
Board/Commission Review	
N/A	

Financial Impact

Cost of project will be financed through the Revolving Construction fund.

Staff Recommendation

Staff recommends that the City Council, at its March 2, 2026 meeting, approve Resolution 2026-09, Receiving Feasibility Report and Calling Hearing on Improvement – 2026 Street Improvement Project

Attachments

1. Feasibility Report - 2026 Street Improvement Project



City of Spring Lake Park Feasibility Report

2026 Street Improvements Project

Plaza Boulevard, Theorin Terrace, Center Drive,
Sunset Drive, and part of the TH 10 Service Drive

March 2026
Stantec Project No. 193807587



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis MN 55402
Tel: (612) 712-2000

March 2, 2026

Honorable Mayor and City Council
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432-2116

Re: Feasibility Report
2026 Street Improvements Project - Plaza Boulevard, Theorin Terrace, Center Drive,
Sunset Drive, and part of the TH 10 Service Drive
Stantec Project No.: 193807587

Dear Mayor and Council:

A Feasibility Report has been prepared for providing street improvements on Plaza Boulevard, Theorin Terrace, Center Drive, Sunset Road, and a portion of the TH 10 Service Drive. The report was authorized by the City Council on November 3, 2025 (Resolution 2025-38).

The Report includes a discussion of the existing condition of the streets, as well as a description of the improvements recommended for inclusion in this project. The improvements primarily include street rehabilitation (mill and overlay) and select repairs to the existing concrete curb and gutter.

A planning-level cost estimate for the recommended improvements is also included in the Report, along with a possible method of cost allocation for division of costs between the City and properties that will benefit from the improvements.

We would be pleased to meet with the City Council and Staff at any mutually convenient time to discuss the findings of this Report.

Sincerely,
STANTEC

Phil Gravel, City Engineer

I hereby certify that this report, plan, or specification was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Phil Gravel, PE

Date: March 2, 2026 Registration No. 19864

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Figure 1 – Project Location – Area To Be Assessed
Appendix A – Opinion of Probable Project Costs
Appendix B – Preliminary Assessment Roll

Executive Summary

Since the late 1990's, the City of Spring Lake Park has undertaken a comprehensive city-wide street maintenance program. Street Improvement Projects have occurred regularly since that time. Recent projects were completed in 2014-2015, 2022, 2024, and 2025. This report presents information for completing improvements on the following:

- Plaza Boulevard (from 85th Ave to south end),
- Theorin Terrace (between Plaza Blvd. and Center Drive),
- Center Drive (from 85th Ave. to TH 10 Service Drive),
- Sunset Road (from 85th Ave. to TH 10 Service Drive), and
- The TH 10 Service Drive (from the Co. Rd. 10 traffic signal to west driveway for Oak Crest).

The proposed improvements presented herein are similar to recent street improvement projects.

The estimated total project cost is \$577,200. The estimated amount to be assessed is \$501,592.15. The net estimated City of Spring Lake Park share of the project \$75,607.85 (total project cost less proposed assessments).

The proposed assessment rates presented herein are consistent with the city's assessment practice. The proposed assessment rates are similar to rates from previous projects when adjusted for inflation. If the Council wishes to proceed with the project, the next steps include preparation of a detailed financial analysis, sharing information with the public, and final preparation of plans and specifications.

Introduction and Existing Roadway Conditions

The City Council authorized preparation of a Feasibility Report to complete a street improvements project on the streets in the project area on November 11, 2025.

The streets in the project areas are urban, bituminous roadways with concrete curb and gutter. Most of the streets are 32-feet wide (face of curb to face of curb). Plaza Boulevard is 35-feet wide (face of curb to face of curb).

Plaza Boulevard, Theorin Place, Center Drive, and Sunset Drive were last paved in 1997. The TH-10 Service Drive was last paved in 2001.

Existing street information is presented below.

Plaza Boulevard And Theorin Place:

Street Width	35-feet (Plaza) and 32-feet (Theorin) face of curb to face of curb
Bituminous Wear	1.5-inches (from 1997)
Bituminous Base	2.0-inches (from 1997)
Aggregate Base	6.0-inches depth of reclaimed material from 1997
Number of Driving Lanes	2 (one in each direction)
Sidewalk	None

Center Drive and Sunset Road:

Street Width	32-feet (face of curb to face of curb)
Bituminous Wear	1.5-inches (from 1997)
Bituminous Base	2.0-inches (from 1997)
Aggregate Base	6.0-inches depth of reclaimed material from 1997
Number of Driving Lanes	2 (one in each direction)
Sidewalk	None.

TH-10 Service Drive (traffic signal to Oak Crest west driveway):

Street Width	Variable tapering to 32-feet (face of curb to face of curb)
Bituminous Wear	1.57-inches (from 2001)
Bituminous Base	1.57 inches (from 2001)
Aggregate Base (CI5)	5.90 inches (from 2001)
Number of Driving Lanes	2 (one in each direction)
Sidewalk	None.

The existing curb and gutter on all roads within the project area is generally in fair condition. Minor cracks and settlements exist in some spot locations.

In place storm sewer catch basin structures in the project area need repair or replacement. The Public Works Supt. will determine which structures require repairs or replacement.

Geotechnical Investigation

Because the project is limited to surface replacement work, no geotechnical investigation or environmental sampling has been completed.

Roadway Design Considerations

STREET SECTION

According to available record documents, the existing street sections in the project area are generally 3.5-inches of bituminous over +/- 6-inches of reclaimed aggregate material and/or Class 5 aggregate.

Upon review as part of the process of preparing this report, the surface condition of the streets in the project area was reviewed. It was determined that pavement maintenance is necessary to maintain the integrity of the street base.

The proposed construction will include removing the top layer of bituminous by milling. The mill thickness will be 2-inches deep maximum. After milling, patching of any areas of distress will occur. Finally, the road will be resurfaced by placing a new 2-inch thick bituminous surface.

CONCRETE CURB AND GUTTER

The streets included in this project have existing B618 (high back) concrete curb and gutter. Based on a field review and discussions with the Public Works Director, the majority of the curb appears to be in satisfactory condition. The City has indicated that they prefer to save the curb and gutter if possible. Therefore, it is proposed to limit the replacement of curb and gutter to spot areas. Proposed curb replacement segments include those sections currently showing damage or deterioration and at those locations where storm sewer repairs and pedestrian ramp replacements are proposed.

SIDEWALK

Currently there is no existing sidewalk within the project area. No new sidewalk is proposed as part of this street maintenance project. However, it is proposed to add pavement markings on Sunset Road in order to mark the street edges to provide areas for possible pedestrian walking.

Storm Sewer

No storm sewer pipe work is proposed. The existing storm sewer structures will be inspected by the Public Works Director to determine pipe conditions and identify necessary repairs. The existing storm sewer catch basins in the project area will all be maintained by resetting the existing frame and casting.

Water Main

No water main work is proposed. The existing water distribution system in the project area is deemed to be in an acceptable condition based on the history of past repairs in the project area and discussions with the Public Works Director. No improvements or extensions will be made to the water distribution system as part of this project. Work on the system will be limited to adjustment of valve boxes or hydrants as part of the street improvements.

Sanitary Sewer

No sanitary sewer work is proposed. Sanitary sewer mains exist along the length of the streets in the project area. The existing sewer mains have all been lined as part of past sewer lining projects. No extensions or upgrades to the sanitary sewer system are proposed as part of this project.

Permits

To construct the proposed improvements discussed herein, it is anticipated the following permits will need to be obtained prior to the start of construction:

- Minnesota Pollution Control Agency: A NPDES General Storm Water Permit for Construction Activities will be required from the Minnesota Pollution Control Agency.
- Coon Creek Watershed District (CCWD):
Per the current CCWD rules (Effective 01/01/2023), an erosion and sediment control plan will be required, but a Rule 3 (Stormwater Management) permit should not be required because the method of construction proposed (milling and patching) does not meet the CCWD definition of Full Reconstruction.

CCWD Rule 3 - Stormwater Management

- **Fully Reconstructed Impervious Surface.** An area where impervious surface is removed down to the underlying native soil, and the underlying native soil (as distinguished from roadway subbase material) is disturbed. The following are among those actions that do not constitute impervious surface reconstruction: structure renovation; impervious surface mill, reclamation and overlay; paving of an existing gravel road that will remain rural-section road; hard surface removal and replacement associated with an isolated maintenance activity (as opposed to broader-scale replacement) such as repair of a catch basin or pipe section or replacement at the same hydraulic capacity; and pedestrian ramp installation.

Project Schedule

The following schedule outlines the major project tasks necessary to complete the project.

Authorize Feasibility Report	November 11, 2025
Accept Report and Call for Improvement Hearing	March 2, 2026
Public Improvement Hearing	April 6, 2026
Authorize Preparation of Plans and Specifications	April 6, 2026
City Council Approve Plans and Specifications	April 20, 2026
Open Bids	May 2026
Declare Costs and Order Final Assessment Roll	May 18, 2026

Receive Assessment Roll & Order Assessment Hearing	June 1, 2026
Public Assessment Hearing	June 15, 2026
Award Contract (Award Bid)	June 15, 2026
Begin Construction	July 2026

Opinion of Probable Project Costs

An opinion of Probable Project Costs has been prepared for the proposed improvements based on current information, including an allowance for engineering, administrative fees, and financing. Costs are not included for capitalized interest that will accrue. It is understood that a separate financing analysis of the project will be prepared when funding and financing decisions are made.

A detailed list of the estimated improvement costs is included in an attachment to this report. The total estimated project cost is \$577,200.

Cost Allocation and Assessments

The costs for the improvements will be recovered through a combination of assessments to the properties benefiting from this project and City funding. The total estimated project cost is \$577,200.

CITY ASSESSMENT POLICY AND PRACTICE

The City Council adopted Resolution 98-48 on November 16, 1998 establishing a Pavement Management Policy. The City adopted an addendum to the policy in January 1999 to clarify construction issues. Resolution 98-48 established assessment policy to be applied to street improvement projects.

The policy provides that commercial, industrial, school, and church properties shall pay 100 percent of the actual cost based on the front footage of the property adjacent to the streets being improved. On previous city improvement projects, public land (city property) is treated the same as school and church properties.

For residential properties, the policy says that costs will be split, with approximately 45% being assigned to the residential properties, and approximately 55% being funded by the City. The assignment of costs to residential properties will be made on a per single family residential equivalent unit basis. For this method, a single-family lot is assigned a value of one unit. Per the policy, single family corner lots are to be assessed for improvements on the street in front (shorter length side), and not on the side street (longer length side). There is one corner lot within the 2026 Project (Sunset Td. And 85thg Ave.). This corner lot has the short side facing Sunset Drive and therefore is proposed to be assessed under this project.

Multiple housing lots are counted as proportions of equivalent single-family lots. Duplex units are counted at a rate of 0.8 single-family lots per unit, town homes are counted at a rate of 0.6 single-family lots per unit, and apartments are counted as 0.4 single-family lots per unit. No differentiation is made between attached and detached town home units.

In accordance with recent city practice, costs of public utility improvements incurred on a project (sanitary sewer, water main, and storm sewer piping), will be completely funded by the City, with no portion assessed.

ASSESSMENT RATE ASSUMPTIONS FOR THIS PROJECT

The 2026 Street Improvement work proposed does not include any oversizing beyond that of a typical city residential street. The proposed assessments herein do not include any reduction for oversizing.

There are no sidewalk repair or pedestrian curb ramp replacements proposed. If there were, the costs would not be included in the assessable costs.

ASSESSMENT RATE CALCULATIONS

To determine the proposed assessment rates for this project, a cost estimate was determined for the proposed pavement preservation (mill and overlay). A copy of Opinion of Probable Construction Costs is attached to this report. The assessable project costs amount was used as the assessable project cost for determining assessments.

For residential properties, the City assessment practice calls for assessing 45% of the assessable project cost on a per parcel basis.

For non-residential properties, the City Assessment call for assessing on a front foot basis. The front footage assessment rate is based on 100% of the assessable project costs. The total front footage lengths were determined from Anoka County mapping.

PROPOSED ASSESSMENT RATES

Based on the assumptions and methodology presented above, the resulting estimated assessment rates for a standard residential street are shown below. An analysis of financing and funding options should be prepared based on the information contained herein.

Proposed Assessment Rates:
2026 Street Improvements Project

Single Family Unit Rate	\$2,456.25 per parcel
Per Front Foot Rate	\$ 59.57 per front foot

Estimated Total Assessments:
2025 Street Improvements Project

2026 Street Project Assessments	<u>\$501,592.15</u>
Total Estimated Assessments	\$501,592.15

Assessment Rate Comparison
Past Projects in Spring Lake Park

<u>Project</u>	<u>Unit Rate</u>	<u>Frontage Rate</u>
2025 Street Improvements Project	\$1,800.04	\$56.30
2024 Street Improvements Project	\$2,291.28	\$67.89
2022 Street Improvements Project	\$2,726.00	N / A
2014-2015 Street Imp. Project	\$3,079.55	\$68.22
Able Street/Terrace Road (actual 2011 rates)	\$2,992.93	\$67.92
CSAH 10 Frontage Roads (inflated from 2007)	N / A	\$72.08
81 st Avenue (inflated from 2005)	\$3,119.39	\$71.55
2004 Street Improvement Project (inflated)	\$3,055.77	\$70.50
2003 Street Improvement Project (inflated)	\$3,205.53	\$73.55

AREA TO BE ASSESSED

The area proposed to be assessed includes the parcels adjacent to the improvements. The area to be assessed is shown on Figure 1 of this report. The parcels are listed in the Preliminary Assessment Roll.

Conclusions and Recommendations

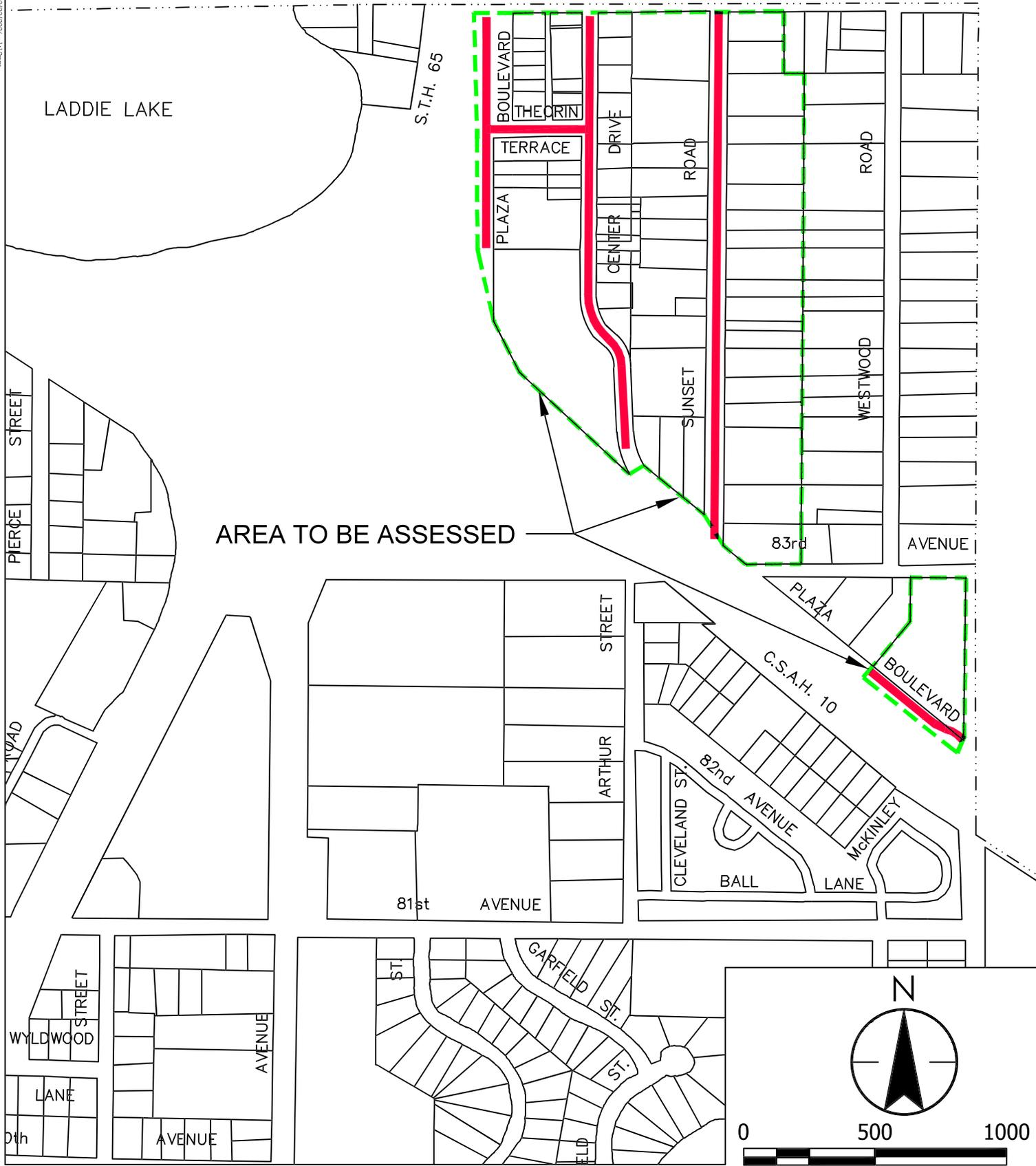
This Feasibility Report was ordered by the City Council based on the age and condition of streets included in the project area. It has been determined that a capital improvement project to reconstruct these streets should be undertaken.

The proposed improvements described in this report are feasible as they relate to general engineering principles and construction procedures. The feasibility of the project as a whole is subject to financial review. The improvements proposed are necessary to improve the condition of the roadway per the City's city-wide street maintenance practice. The improvements proposed are cost effective and feasible based on proven methods for street construction.

A project schedule has been presented for completing the improvements in one construction season. The following recommendations are presented for consideration by the Spring Lake Park City Council:

- A financing analysis for the project should be prepared.
- The City should accept this Report and adopt it as a guide for completion of the proposed improvements.
- The City should consider assessing a portion of the cost of this project to abutting properties in accordance with approved City policy.
- The City should schedule a public improvement hearing to receive input on the proposed improvements.
- Upon completion of the public hearing, if the City wishes to proceed, the City Council should formally order the project.

File: 02/28/2024 - 11:28am
Project: 1719380/357/CADD/Drawn/19380/357_716_LOCATION MAP.dwg
User: JES



LOCATION MAP - AREA TO BE ASSESSED

Opinion Assessment Costs (Feasibility Report) - 2026 Street Improvements Project
 City of Spring Lake Park
 March 2026

2.0-inch mill and overlay				Opinion of Probable Costs	
Item	Item	Units	Quantity	Unit Price	Total
1	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00
2	TRAFFIC CONTROL	LS	1	\$4,000.00	\$4,000.00
3	SAW CONCRETE PAVEMENT (FULL DEPTH)	EA	60	\$25.00	\$1,500.00
4	SAW BITUMINOUS PAVEMENT (FULL DEPTH)	LF	3300	\$2.50	\$8,250.00
5	REMOVE CONCRETE CURB AND GUTTER	LIN FT	1135	\$10.00	\$11,350.00
6	REMOVE CONCRETE VALLEY GUTTER	SF	200	\$10.00	\$2,000.00
7	REMOVE BITUMINOUS PAVEMENT	SF	9130	\$2.00	\$18,260.00
8	TYPE SP 12.5 NON WEAR 3-INCH STREET PATCH	SF	9130	\$6.00	\$54,780.00
9	MILL BITUMINOUS PAVEMENT (2.0 INCHES)	SQ YD	17615	\$2.25	\$39,633.75
10	BITUMINOUS MATERIAL FOR TACK COAT	GAL	900	\$3.25	\$2,925.00
11	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	2120	\$100.00	\$212,000.00
12	ADJUST EX VALVE BOX (WITH NEW TOP SECTION)	EACH	3	\$500.00	\$1,500.00
13	ADJUST EX FRAME & RING CASTING	EACH	12	\$1,000.00	\$12,000.00
14	MILL AROUND EXIST. FRAME & RING CASTING	EACH	12	\$100.00	\$1,200.00
15	REPLACE CB FRAME & RING CASTING	EACH	14	\$2,000.00	\$28,000.00
16	CONCRETE CURB AND GUTTER	LIN FT	1135	\$35.00	\$39,725.00
17	7-INCH CONCRETE VALLEY GUTTER	SF	272	\$17.00	\$4,624.00
18	EROSION CONTROL	LS	1	\$5,000.00	\$5,000.00
19	5" LOAM TOPSOIL, SEED, FERTILIZER, & HYDROMULCH	SQ YD	270	\$22.00	\$5,940.00
19	PAVEMENT MARKINGS	LS	1	\$3,000.00	\$3,000.00
20	CONTINGENCY	LS	1	\$16,512.25	\$16,512.25
TOTAL ESTIMATED CONSTRUCTION					\$482,200.00
Administration					\$95,000.00
Total Estimated Assessable Project Cost					\$577,200.00

Assumes standard SLP street.
 2.0-inch mill and overlay. 10% curb repair.
 Bit. base patch is 5% of area pls 2-feet for curb removal.

Front foot assmt. rate is total assessable cost divided by 9689.29 front feet = **\$59.57** per front foot

Assessment rate for residential lots:
 Using the city policy of assessing 45% of cost is $0.45 * 59.57 = 26.81$
 Average lot frontage is 91.617 feet. Per parcel rate = **\$2,456.25** per residential parcel

PRELIMINARY ASSESSMENT ROLL
2026 STREET IMPROVEMENTS PROJECT
 SPRING LAKE PARK, MINNESOTA

March 2026

193807587

2.0-inch Overlay
Proposed

Property ID	Property Address	Owner	Frontage	Assessment	Notes	Mailing address
01-30-24-12-0079	west side of Plaza Blvd	public	866			
01-30-24-12-0044	8485 PLAZA BLVD NE	LUNSETH PROPERTIES LLC	300	\$ 17,871.00	Plaza Blvd.	1923 GREEN AVE, Anoka MN 55303
01-30-24-12-0044	8465 PLAZA BLVD NE	8465 HOLDINGS LLC	100	\$ 5,957.00	Plaza Blvd (NE corner of Plaza and Theorin)	
01-30-24-12-0044	8465 PLAZA BLVD NE	8465 HOLDINGS LLC	128	\$ 7,624.96	Theorin Terrace (NE corner of Plaza and Theorin)	
01-30-24-12-0032	8462 CENTER DR NE	CAS PROPERTIES LLC	128	\$ 7,624.96	Theorin Terrace (NW corner of Center Dr. and Theorin)	733 EAST RIVER RD, Anoka MN 55303
01-30-24-12-0031	8455 PLAZA BLVD NE	WELLS FARGO BANK NA	256	\$ 15,249.92	Theorin Terrace (south side of the road)	PO BOX 2609, Carlsbad CA 92018
01-30-24-12-0038	1440 85TH AVE NE	PANTHER PLAZA LLC	50	\$ 2,978.50	Center Dr. (west side)	419 87TH LN NE, Blaine MN 55434
01-30-24-12-0038	1440 85TH AVE NE	PANTHER PLAZA LLC	5	\$ 297.85	Center Dr. (west side)	419 87TH LN NE, Blaine MN 55434
01-30-24-12-0079	8485 PLAZA BLVD NE	LUNSETH PROPERTIES LLC	195	\$ 11,616.15	Center Dr. (west side)	1923 GREEN AVE, Anoka MN 55303
01-30-24-12-0035	8470 CENTER DR NE	CAS PROPERTIES LLC	50	\$ 2,978.50	Center Dr. (west side)	733 EAST RIVER RD, Anoka MN 55303
01-30-24-12-0034	8470 CENTER DR NE	CAS PROPERTIES LLC	3.5	\$ 208.50	Center Dr. (west side)	733 EAST RIVER RD, Anoka MN 55303
01-30-24-12-0033	8470 CENTER DR NE	CAS PROPERTIES LLC	46.5	\$ 2,770.01	Center Dr. (west side)	733 EAST RIVER RD, Anoka MN 55303
01-30-24-12-0032	8462 CENTER DR NE	CAS PROPERTIES LLC	50	\$ 2,978.50	Center Dr. (NW corner of Center Dr. and Theorin)	733 EAST RIVER RD, Anoka MN 55303
01-30-24-12-0031	8455 PLAZA BLVD NE	WELLS FARGO BANK NA	256	\$ 15,249.92	Center Dr. (west side)	PO BOX 2609, Carlsbad CA 92018
01-30-24-12-0030	8455 PLAZA BLVD NE	WELLS FARGO BANK NA	50	\$ 2,978.50	Center Dr. (west side)	PO BOX 2609, Carlsbad CA 92018
01-30-24-12-0029	8455 PLAZA BLVD NE	WELLS FARGO BANK NA	50	\$ 2,978.50	Center Dr. (west side)	PO BOX 2609, Carlsbad CA 92018
01-30-24-12-0067	8407 PLAZA BLVD NE	NORTHLAND MANAGEMENT INC			Center Dr. (west side)	911 RICE ST, St. Paul MN 55117
01-30-24-12-0075	8329 CENTRAL AVE NE	SLP CENTRAL INDUSTRIAL LLC	33	\$ 1,965.81	Center Dr. (west side) [OL B of plat]	6390 CARLSON DR., Eden Prairie MN 55346
01-30-24-12-0073	8329 CENTRAL AVE NE	SLP CENTRAL INDUSTRIAL LLC	757.42	\$ 45,119.51	Center Dr. (west side) [L1 B1 of plat]	6390 CARLSON DR., Eden Prairie MN 55346
01-30-24-12-0007	8495 CENTER DR NE	EAGLE BROOK CHURCH	100	\$ 5,957.00	Center Dr. (east side)	7015 20TH AVE., Centerville MN 55038
01-30-24-12-0008	8495 CENTER DR NE	EAGLE BROOK CHURCH	100	\$ 5,957.00	Center Dr. (east side)	7015 20TH AVE., Centerville MN 55038
01-30-24-12-0009	8495 CENTER DR NE	EAGLE BROOK CHURCH	100	\$ 5,957.00	Center Dr. (east side)	7015 20TH AVE., Centerville MN 55038
01-30-24-12-0010	8465 CENTER DR NE	CASTRO PROPERTIES LLC	100	\$ 5,957.00	Center Dr. (east side)	
01-30-24-12-0011	8455 CENTER DR NE	EFC REAL ESTATE LLC	100	\$ 5,957.00	Center Dr. (east side)	
01-30-24-12-0012	8445 CENTER DR NE	CLIFTON PROPERTIES LLC	100	\$ 5,957.00	Center Dr. (east side)	
01-30-24-12-0013	8433 CENTER DR NE	JACOBS, MICHAEL B	100	\$ 5,957.00	Center Dr. (east side)	
01-30-24-12-0060	8427 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	10	\$ 595.70	Center Dr. (east side)	2840 113TH LN NW, Coon Rapids MN 55433
01-30-24-12-0068	8421 CENTER DR NE	QUARVE CONTRACTING INC	59.51	\$ 3,545.01	Center Dr. (east side) [Tract A of RLS 205]	9220 BASS LAKE RD., New Hope MN 55428
01-30-24-12-0081	8419 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	60.29	\$ 3,591.48	Center Dr. (east side) [Tracts B&C of RLS 205]	N8916 LAKESHORE DR., Hayward WI 54843
01-30-24-12-0080	8419 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	36.2	\$ 2,156.43	Center Dr. (east side) [Part of L9 and Tract D of RLS 205]	9220 BASS LAKE RD., New Hope MN 55428
01-30-24-12-0075	8415 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	28.5	\$ 1,697.75	Center Dr. (east side) [Irreg. shape]	9220 BASS LAKE RD., New Hope MN 55428
01-30-24-12-0082	8413 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	37.5	\$ 2,233.88	Center Dr. (east side) [part of vacated ROW]	9220 BASS LAKE RD., New Hope MN 55428
01-30-24-12-0065	8409 CENTER DR NE	CENTER DRIVE HOLDINGS LLC	49.99	\$ 2,977.90	Center Dr. (east side)	9220 BASS LAKE RD., New Hope MN 55428
01-30-24-12-0064	8407 CENTER DR NE	PORATH, DIANE KAY	50.01	\$ 2,979.10	Center Dr. (east side)	555 43RD AVE NE, Columbia Heights 55421
01-30-24-12-0078	8401 CENTER DR NE	FRLJ, ADISA	344.95	\$ 20,548.67	Center Dr. (east side) [apartments]	1477 105TH AVE NW, Coon Rapids MN 55433
01-30-24-11-0086	8370 SUNSET RD NE	GRAHAMCO LLC	206	\$ 12,271.42	Center Dr. (east side) [Pro Courier]	
01-30-24-11-0096	1501 COUNTY ROAD 10 NE	FRANGEN INVESTMENTS LLC	218.77	\$ 13,032.13	Center Dr. (east side) [to where 2007 Frig. Rd. project ended]	965 141ST LN NE, Ham Lake MN 55304
01-30-24-11-0082	8498 SUNSET RD NE	EAGLE BROOK CHURCH	229.7	\$ 13,683.23	Sunset Rd. (west side)	7015 20TH AVE., Centerville MN 55038
01-30-24-11-0081	8498 SUNSET RD NE	EAGLE BROOK CHURCH	262.7	\$ 15,649.04	Sunset Rd. (west side) [parking lot]	7015 20TH AVE., Centerville MN 55038
01-30-24-11-0078	8498 SUNSET RD NE	SPRING LAKE PARK TREES LLC	100	\$ 5,957.00	Sunset Rd. (west side) [parking lot]	145 PATENT RD W, Bedford Hills NY 10507

Parcel ID	Address	Area (sq ft)	Value	Notes	Address
01-30-24-11-0079	8430 SUNSET RD NE	100	\$ 5,957.00	Sunset Rd. (west side)	145 PATENT RD W., Bedford Hills NY 10507
01-30-24-11-0080	8424 SUNSET RD NE	100	\$ 5,957.00	Sunset Rd. (west side)	
01-30-24-11-0074	8420 SUNSET RD NE	75	\$ 4,467.75	Sunset Rd. (west side)	
01-30-24-11-0071	8406 SUNSET RD NE	106.75	\$ 6,359.10	Sunset Rd. (west side)	8406 SUNSET RD NE
01-30-24-11-0072	RISE INC	100.05	\$ 5,959.98	Sunset Rd. (west side)	8406 SUNSET RD NE
01-30-24-11-0068	RISE INC	75	\$ 4,467.75	Sunset Rd. (west side)	8406 SUNSET RD NE
01-30-24-11-0069	RISE INC	131.3	\$ 7,821.54	Sunset Rd. (west side) [parking lot]	
01-30-24-11-0086	8370 SUNSET RD NE	262.7	\$ 15,649.04	Sunset Rd. (west side) [Pro Courier]	8365 SUNSET RD NE
01-30-24-11-0098	1541 COUNTY ROAD 10 NE DYN0 FIVE LLC	422.3	\$ 25,156.41	Sunset Rd. (west side)	
01-30-24-11-0091	8493 SUNSET RD NE	97.85	\$ 2,456.25	Sunset Rd. (east side) residential	25430 BLUFF SIDE RD., Deerwood MN 56444
01-30-24-11-0102	8483 SUNSET RD NE	114.85	\$ 2,456.25	Sunset Rd. (east side) residential	25430 BLUFF SIDE RD., Deerwood MN 56444
01-30-24-11-0048	8457 SUNSET RD NE	162	\$ 9,650.34	Sunset Rd. (east side)	
01-30-24-11-0047	COMPLETE COMMERCIAL STRUCTURES L	100.7	\$ 5,998.70	Sunset Rd. (east side)	
01-30-24-11-0049	JOCHUM CYRIL & JOANNE	162.7	\$ 9,692.04	Sunset Rd. (east side)	
01-30-24-11-0050	JOCHUM CYRIL & JOANNE	100	\$ 2,456.25	Sunset Rd. (east side) residential	
01-30-24-11-0052	HALL, SCOTT R.	75	\$ 2,456.25	Sunset Rd. (east side) residential	
01-30-24-11-0053	FREDERICKSON, SUSAN	75	\$ 2,456.25	Sunset Rd. (east side) residential	
01-30-24-11-0051	SCHENDEL, BARBARA	112.7	\$ 2,456.25	Sunset Rd. (east side) residential	
01-30-24-11-0055	SHAMSO, JAMIA MIRE	66	\$ 2,456.25	Sunset Rd. (east side) residential	
01-30-24-11-0054	BRANDT, JAN C	91.54	\$ 2,456.25	Sunset Rd. (east side) residential	
01-30-24-11-0054	SHERVA, ELIZABETH E.	105.16	\$ 6,264.38	Sunset Rd. (east side)	16531 REEDER RDG, Eden Prairie MN 55347
01-30-24-11-0103	VONDRACHEK FAMILY LLLP	110	\$ 6,552.70	Sunset Rd. (east side)	
01-30-24-11-0059	LARAS ERH PROPERTIES LLC	94	\$ 5,599.58	Sunset Rd. (east side)	8365 SUNSET RD NE c/o AGGRESSIVE INDUSTRIES
01-30-24-11-0058	DCB ENTERPRISES LLC	121.4	\$ 7,231.80	Sunset Rd. (east side)	8365 SUNSET RD NE c/o AGGRESSIVE INDUSTRIES
01-30-24-11-0060	DCB ENTERPRISES LLC	200	\$ 11,914.00	Sunset Rd. (east side)	8365 SUNSET RD NE c/o AGGRESSIVE INDUSTRIES
01-30-24-11-0061	BERQUIST, DEWAYNE D TRUSTE	294.15	\$ 17,522.52	Sunset Rd. (east side)	PO BOX 270170, Golden Valley MN 55427
01-30-24-11-0105	SUNSET MANAGEMENT LLC	514.6	\$ 30,654.72	Co. Rd. 10 Service Road	2845 N HAMLIN AVE., Roseville MN 55113
TOTALS		9689.29	\$501,592.15		

Total Frontage is 9689.29-feet.

Proposed rates:

2.0-inch overlay - non-residential \$ 59.57
2.0-inch overlay - residential \$2,456.25

City of Spring Lake Park Staff Report



Agenda Date	Status
March 2, 2026 Work Session	
Requestor	Agenda Section
Administrator Buchholtz	Discussion
Agenda Item #: 2b	
Business Ordinance Updates	
Executive Summary	
<p>Staff is in the process of updating the City's business regulation ordinances to improve clarity, modernize standards, and ensure alignment with current state law and best practices. A first draft has been completed for the following sections: mobile food units (last adoption 7/25/75); peddlers, solicitors and transient merchants (last adoption 10/3/05); vehicles for hire (last adoption 8/16/65); charitable gaming (minor update in 2012; last significant updates in 5/6/91, 7/15/91 and 5/20/95).</p> <p>These updates reflect substantial modernization of provisions that, in several cases, have not been comprehensively reviewed in decades. Staff is seeking City Council feedback on the initial draft to confirm policy direction before forwarding the revised sections to the City Attorney for formal legal review.</p>	
Background	
<p><u>Mobile Food Unit Ordinance</u></p> <p>The City's existing catering food vehicle ordinance was originally adopted on July 25, 1975, and has not kept pace with the significant growth and evolution of the modern mobile food industry. What was once primarily limited to neighborhood ice cream vendors has expanded to include food trucks operating at private businesses, public spaces, and special events. The current code contains outdated terminology and regulatory standards that do not fully reflect current state and county licensing requirements, fire safety standards, insurance expectations, or contemporary operating practices.</p> <p>The proposed update modernizes and reorganizes the ordinance into a comprehensive Mobile Food Unit (MFU) chapter that clearly defines operator types, establishes a registration and permitting framework, and sets reasonable time, place, and manner standards. The revisions are intended to protect public health and safety, ensure traffic and pedestrian safety, minimize nuisance impacts, and provide clear expectations for operators,</p>	

while allowing mobile food businesses to operate in a predictable and business-friendly regulatory environment.

Vehicles for Hire

The City's Vehicles for Hire ordinance was originally adopted on August 16, 1965, at a time when traditional taxi services were the primary form of for-hire transportation. The ordinance establishes a local licensing and regulatory framework for taxicabs and similar services operating within the City. However, the City does not currently have any licensed vehicles for hire and has not issued such a license in many years.

With the widespread adoption of rideshare platforms such as Uber and Lyft, regulation of transportation network companies is now addressed at the state level, and the traditional municipal taxi licensing model is largely obsolete in Spring Lake Park. Given the lack of current licensees and the shift in how for-hire transportation services are provided and regulated, staff recommends repeal of the Vehicles for Hire ordinance as unnecessary and outdated.

Peddlers, Solicitors and Transient Merchant Ordinance

The City's Peddlers, Solicitors, and Transient Merchants ordinance was last substantially adopted on October 3, 2005. Since that time, legal standards governing door-to-door activity—particularly related to First Amendment protections—have continued to evolve. The proposed revisions are based on the current model ordinance developed by the League of Minnesota Cities (LMC), which reflects updated statutory authority and relevant case law.

The update modernizes definitions, clarifies the distinction between commercial activity and constitutionally protected non-commercial advocacy, refines registration and licensing procedures, strengthens due process standards, and updates prohibited conduct provisions. The intent is to align the City's regulations with current legal guidance while maintaining appropriate consumer protections, neighborhood safeguards, and public safety standards.

Charitable Gaming Ordinance

The City's Charitable (Lawful) Gambling ordinance was originally adopted in the early 1990s, with significant revisions in 1991 and 1995 and a minor update in 2012. Since that time, Minnesota Statutes Chapter 349 has been amended, and certain license classifications and regulatory provisions referenced in the City's code are no longer reflected in current state law. As a result, portions of the ordinance are outdated and would benefit from clarification and alignment with current statutory language.

The proposed revisions are based on the model ordinance developed by the League of Minnesota Cities and are intended to modernize definitions, update local approval procedures, clarify reporting and enforcement standards, and ensure consistency with current state requirements. The update does not modify the City's existing 3% local gambling tax structure but instead focuses on bringing the ordinance into compliance and improving overall clarity and enforceability.

Board/Commission Review

N/A

Financial Impact

Cost of publication; City attorney review costs

Staff Recommendation

Staff recommends that the City Council receive the proposed updates to the Mobile Food Units, Peddlers/Solicitors/Transient Merchants, Vehicles for Hire, and Charitable Gambling ordinances and provide feedback on the policy direction reflected in the drafts. Based on Council input, staff further recommends authorizing transmittal of the revised draft ordinances to the City Attorney for formal legal review and comment prior to scheduling introduction or adoption consideration.

Attachments

1. Current Statement
2. LMC Handout – Questions to Ask Before Issuing a Statement
3. Other Community Statements

~~11.32 FOOD SALES AND SERVICE~~ MOBILE FOOD UNITS

~~11.32.010 Soliciting And Vending By Catering Food Vehicles~~

11.32.010 Purpose And Intent

11.32.020 Definitions

11.32.030 Applicability And Exemptions

11.32.040 City Authorization Required

11.32.050 Application Requirements

11.32.060 Insurance Requirements

11.32.070 Operating Standards

11.32.080 Display; Non-Transferability

11.32.090 Suspension And Revocation

~~11.32.010 Soliciting And Vending By Catering Food Vehicles~~

- ~~1. *Compliance Required; Application.* No owner or operator of any catering food vehicle, as defined in Paragraph B, which is used for on-street soliciting for the sale of or the vending of confections or other goods directly from the vehicle, shall engage in the activity of on-street soliciting, dispensing, or vending unless the provisions of this section are met. This section shall not apply to persons using vehicles for the delivery of goods or services directly to homes or establishments where the goods are taken by the operator of the vehicle onto private property for delivery, nor shall it apply to the operation of any political subdivision or unit of government.~~
- ~~2. *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.~~
 - ~~1. **OPERATOR.** Anyone who is charged with the responsibility for driving or otherwise operating a vehicle.~~
 - ~~**OWNER.** The registered owner of the vehicle used for vending, or the person, firm, or corporation who owns or controls the vending business.~~
 - ~~**VEHICLE.** Any mobile unit being used on public streets for the vending or soliciting of sales of foods or confections.~~
 - ~~**VENDING, DISPENSING, or SOLICITING.** The act of selling, offering for sale, or in any manner distributing or dispensing~~

~~confections or other goods directly or indirectly from a vehicle to persons in the vicinity of the vehicle.~~

~~3. *Hours Of Operation.* No person shall carry on the activity of soliciting, dispensing, or vending any foods or confections except between the hours of 1:00 p.m. and 4:30 p.m., and 6:00 p.m. to either dusk or 9:00 p.m., whichever comes earlier.~~

~~4. *Routes; Approval Required.*~~

~~1. *Proposed routes.* More than ten days before commencing his or her operation, the vendor shall file with the Police Chief a proposed route or routes over which the vehicle or vehicles will travel each day within the city. The vendor shall follow these routes while operating within the city. Proposed route changes shall be filed with the Police Chief at least ten days in advance of making the changes.~~

~~2. *Criteria for approval of routes.* Only routes which will minimize the hazards to persons who may be customers of these vehicles and which will minimize traffic hazards in the city shall be approved. The City Council, or its duly authorized representative, will indicate certain streets upon which vending or soliciting under this section is entirely prohibited. Those streets will be those heavily traveled streets whereon this type of selling would constitute a per se hazard to customers' safety or to the safety of other vehicles or persons.~~

~~5. *Stopping Restrictions.*~~

~~1. Operators of vehicles under this section shall not stop to sell goods therefrom within 100 feet of any intersection or alleyway.~~

~~2. Operators of vehicles under this section, when stopping such a vehicle to sell goods, must stop in a manner so that the curb side of the vehicle is no more than two feet from the curb, or when there is no curb, no more than two feet from the edge of the street or roadway.~~

~~3. Operators of vehicles under this section shall sell goods only from the curb side of such a vehicle. The operator is responsible for preventing the development of a waiting line or accumulation of customers on any side other than the curb side of the vehicle.~~

~~6. *Insurance Requirements.* Every owner or operator of vehicles under this section shall maintain liability insurance in the amount as set forth in the insurance limits schedule.~~

~~7. *Safety Requirements.*~~

~~1. Each motorized vehicle under this section must be equipped with, and must continually use while vending, flashing lights on both front~~

~~and rear of the vehicle. These lights must be clearly visible to oncoming cars in full daylight.~~

- ~~2. Every motorized vehicle, while carrying on a vending operation, shall be attended by at least two persons, one of whom will have the following specific duties: for the full period during which the vehicle is stopped for vending, or is stopped in a manner or place so as to reasonably cause others to believe that it is proposing to engage in vending operations, this person shall stand alongside the vehicle in a manner so as to be able to observe traffic coming from all directions and also crossing of the street by minors in the immediate vicinity of the vehicle. This person shall give adequate warning to both vehicles and minors so as to avoid accident or injury to the minors. This person shall, if necessary, carry a signal or warning device as will enable him or her to give adequate warning.~~

~~8. Registration Requirements.~~

- ~~1. In order to aid the city in contacting the owner or operator of vehicles under this section and to aid the owner or operator with problems of theft or vandalism, the following requirements must be met:~~

- ~~1. The operator of each vehicle under this section must register with the Administrator, Clerk/Treasurer before beginning vending operations within the city.~~
- ~~2. The registration will be on forms provided by the Administrator, Clerk/Treasurer, which shall give the following information:~~
 - ~~1. The name and description of the registrant, and whether registrant is a sole proprietorship, partnership, or corporation;~~
 - ~~2. The permanent home address and full local address of the registrant;~~
 - ~~3. A brief description of the nature of the business, the goods to be sold, and the registrant's method of operation;~~
 - ~~4. If employed, the name and address of the registrant's employer and credentials establishing the exact employment relationship;~~
 - ~~5. The length of time which the registrant intends to do business in the city, with the approximate dates;~~
 - ~~6. A photograph of the registrant taken within 60 days immediately prior to the date of filing of the application;~~

- ~~which picture shall be two inches by two inches, showing the head and shoulders of the registrant in a clear and distinguishable manner;~~
- ~~7. A description of the vehicle to be used, together with the license number of the vehicle, or other means of identification;~~
 - ~~8. If the owner of the vehicle is other than the operator, the name and permanent and temporary address of the owner; and~~
 - ~~9. A description, including verification, of the license given to the operator or to his or her employer or to the owner of the vehicle by the State Commissioner of Agriculture authorizing the licensee to sell food as required under M.S. § 28A.04, as it may be amended from time to time.~~
- ~~2. The Administrator, Clerk/Treasurer will issue to each registrant a registration badge with the name, address, and the picture of the operator contained on the face thereof. Each operator must display the badge in a prominent, visible place on the vehicle.~~
- ~~9. *Litter Prevention.* Every vehicle under this section must have a rubbish container located on the curb side of the vehicle, which is adequate to contain any food wrappers discarded by the customers purchasing food from the vehicle. The operator is required to request the customers discarding food wrappers immediately after purchase to place the wrappers in the rubbish container. The operator is required to collect and deposit in the container any wrappers dropped or improperly discarded in his or her presence.~~
- ~~10. *Loud Noise Prohibited.* No operator or person accompanying the operator of a vehicle under this section shall call attention to his or her business by crying out, blowing a horn, ringing a bell, playing music, or any other noises; provided, however, that the ringing of a bell or the playing of music is permissible for no more than a period of ten seconds in each minute, during the times in which the operator is authorized to vend under Paragraph C. Provided further, that the ringing of a bell or playing of music be of a moderate volume and not raucous in nature.~~

11.32.010 Purpose and Intent

The purpose of this Chapter is to protect the public health, safety and welfare by establishing reasonable regulations governing the operation of Mobile Food Units within the City of Spring Lake Park, including standards intended to ensure safe pedestrian and vehicular movement, minimize adverse impacts on surrounding properties, prevent nuisances, and protect public and private

property. This Chapter is further intended to coordinate City regulation of Mobile Food Units with applicable County ordinances and State laws and shall be construed as a reasonable time, place and manner regulation that does not prohibit Mobile Food Units where otherwise allowed by law and this Ordinance.

11.32.020 Definitions

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

MOBILE FOOD UNIT (MFU). A vehicle-mounted or trailer-mounted food service establishment that is readily movable and used to store, prepare, serve or vend food or beverages.

FOOD TRUCK. A Mobile Food Unit from which food or beverages are prepared or cooked on-site and sold directly to consumers.

PREPACKAGED FOOD VENDOR. A Mobile Food Unit that sells only prepackaged food or beverages, including ice cream, and does not conduct on-site cooking.

OPERATE or OPERATION. The vending, selling, offering for sale, or serving of food or beverages from a Mobile Food Unit, whether or not a sale occurs.

PUBLIC PROPERTY. City-owned land, parks, parking lots and other City facilities, including the public right-of-way.

REGULATORY AUTHORITY. The county and/or state agency having jurisdiction over food licensing and inspection for a Mobile Food Unit.

11.32.030 Applicability And Exemptions

1. This Chapter applies to all Mobile Food Units operating within the City limits, whether or public or private property, unless expressly exempted.
2. The following are exempt from City permitting under this Chapter but remain subject to applicable state and county requirements:
 1. Mobile Food Units operating exclusively for a private, invitation-only event not open to the general public;
 2. Caterers operating pursuant to a valid catering authorization and not engaging in general on-site vending; and
 3. Mobile Food Units operating as part of a City-sponsored special event.
3. Exemptions under this Section do not relieve any person from compliance with generally applicable laws, including traffic, noise, fire and health regulations.

11.32.040 City Authorization Required

1. Registration required. No Mobile Food Unit shall operate within the City unless the operator has obtained a current Mobile Food Unit registration issued by the City.
2. Public Property permit required. In addition to registration, a Public Property permit is required for operation on public property.
3. Right-of-way restriction. Mobile Food Units shall not operate within the public right-of-way except:
 1. As part of a City-permitted special event, pursuant to SLPC 9.36; or
 2. With written authorization from the Administrator, Clerk/Treasurer, or designee.
4. Compliance with other laws. Issuance of a Mobile Food Unit registration or Public Property permit by the City does not authorize the preparation or sale of food or beverages without all required licenses and approvals from the applicable Regulatory Authority. The operator remains solely responsible for compliance with all applicable federal, state and county laws.

11.32.050 Application Requirements; Fees

1. Applications shall be submitted on forms provided by the City and shall include, at a minimum:
 1. Applicant name, business name, mailing address, phone number, and email address;
 2. Description of the Mobile Food Unit, including license plate or trailer identification number and photographs;
 3. Description of food and beverage items to be sold;
 4. Proof of current licensure from the applicable Regulatory Authority;
 5. Proof of insurance meeting the requirements of SLPC 11.32.060;
 6. Proof of current fire safety inspection for food truck.
 1. Fire safety reciprocity. A fire safety inspection conducted within the calendar year by a Fire Department or Fire Marshal located in either Anoka or Ramsey County may be accepted as meeting the fire inspection requirements of this provision, provided the inspection addresses applicable provisions of the Minnesota State Fire Code. The City Fire Marshal may require a supplemental inspection when specific, articulable fire safety concerns are identified related to the Mobile Food Unit's equipment, configuration or operation.

2. Fees for Mobile Food Unit registrations and Public Property permits shall be established by ordinance and incorporated into the City fee schedule.
3. Issuance standards. The City shall issue a registration or permit upon determining that the application is complete, fees have been paid and applicant complies with this Chapter and all applicable laws and ordinances. Denial of an application shall be provided in writing and shall state the specific reasons for denial.
4. Registration term. Mobile Food Unit registrations shall be valid for the calendar year in which issued unless sooner suspended or revoked. Registrations shall expire on December 31 of each year and are not automatically renewable.

11.32.060 Insurance Requirements

1. Required insurance. Every Mobile Food Unit operator shall maintain commercial general liability insurance covering bodily injury and property damage arising out of the ownership, use, and operation of the Mobile Food Unit.
2. Minimum limits. The commercial general liability insurance required under this Section shall have limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
3. Proof of insurance. Proof of insurance shall be provided by a Certificate of Insurance issued by a carrier authorized to do business in the State of Minnesota. The City of Spring Lake Park shall be listed as the certificate holder on the Certificate of Insurance. Insurance required by this Section shall be maintained for the full duration of operations within the City or the term of the permit, whichever is longer. Failure to maintain required insurance constitutes grounds for suspension or revocation pursuant to SLPC 11.32.100.
4. Public property; additional insured. When operating on Public Property, the policy shall list the City of Spring Lake Park as an additional insured.

11.32.070 Operating Standards

1. Hours of operation.
 1. Commercial and industrial zoning districts. Mobile Food Units may operate between the hours of 7:00 a.m. and 10:00 p.m., unless otherwise authorized by permit.
 2. Residential zoning districts. Except as provided in Paragraph A,3, Mobile Food Units may operate between the hours of 10:00 a.m. and 8:00 p.m.

3. Prepackaged food vendors and ice cream trucks. Prepackaged Food Vendors, including ice cream trucks, may operate in a residential zoning district between the hours of 10:00 a.m. and 8:00 p.m. and in commercial and industrial zoning districts between the hours of 7:00 a.m. and 10:00 p.m.
2. Traffic and pedestrian safety. Mobile Food Units shall not obstruct sidewalks, trails, curb ramps, drive aisles, fire lanes or interfere with required sight triangles, or create unsafe pedestrian or vehicular conditions.
3. Noise; nuisance standards. Mobile Food Units shall comply with the City's noise and public nuisance standards set forth in SLPC 9.20. Except as provided wherein, no amplified sound, horn, bell or similar device shall be used to attract customers. Prepackaged Food Vendors may use sound devices customarily associated with ice cream vending only during permitted hours and in compliance with SLPC 9.20.
4. Sanitation and waste. Operators shall provide a refuse container for customer use. All litter generated within twenty five (25) feet of the Mobile Food Unit shall be removed daily. Wastewater, grease or other liquids shall not be discharged onto the ground, pavement or storm sewer system.
5. Power and lighting. Power generation equipment, including generators and associated fuel systems, shall be properly installed, maintained, and operated in accordance with manufacturer specifications and applicable fire and safety codes, and shall be operated in a manner that does not create a nuisance, excessive noise, vibration, odor, or safety hazard. Temporary or permanent lighting used in connection with a Mobile Food Unit shall be directed away from adjacent properties, public rights-of-way, and residential dwellings so as to prevent glare or light trespass, shall not interfere with traffic visibility or pedestrian safety, and shall be operated in compliance with applicable provisions of this Code, including the City's nuisance and noise regulations.
6. Number of units. No more than three (3) Mobile Food Units may operate simultaneously on a single parcel unless authorized as part of a Special Event permit.
7. Private property authorization. When operating on private property, a Mobile Food Unit shall have the written consent of the property owner or lawful tenant in possession. Such authorization shall be maintained by the operator and provided to the City upon request.

11.32.080 Display; Non-Transferability

1. All registrations and permits shall be available for inspection upon request.
2. Registrations and permits issued under this Chapter are non-transferable.

11.32.090 Suspension And Revocation; Penalties

1. Any registration or permit under this Chapter may be denied, suspended or revoked for one or more of the following reasons:
 1. Violation of this Chapter or any condition of a registration or permit;
 2. Violation of applicable federal, state, or local law related to food service, fire safety, traffic, noise, or public safety;
 3. Failure to maintain required insurance or licensure from the applicable Regulatory Authority;
 4. Fraud, misrepresentation, or material omission in an application or renewal; or
 5. Conduct by the operator or any person acting on the operator's behalf that poses a threat to public health, safety, or welfare.
2. Notice of proposed action. Except as provided in Paragraph D, the City shall provide written notice to the registration or permit holder stating: 1) the proposed action, the factual basis for the proposed action; the specific provisions of this Code or other applicable law alleged to have been violated; and notice of the right to request a hearing. Service of notice may be made by personal delivery, USPS mail, or electronic mail to the address provided in the application. Service shall be deemed complete upon mailing or transmission. The applicant shall be responsible for maintaining current mailing and electronic contact information with the City.
3. Request for hearing. The registration or permit holder may request an administrative hearing by submitting a written request to the Administrator, Clerk/Treasurer within ten (10) calendar days after service of the notice. A hearing shall be scheduled, the time and place of which shall be provided to the registration or permit holder. Failure to timely request a hearing constitutes a waiver of the right to a hearing, and the proposed action shall become final.
4. Summary suspension. The Administrator, Clerk/Treasurer, or designee, may immediately suspend a registration or permit without prior notice or hearing if an imminent threat to public health or safety exists. Written notice of the summary suspension and the reasons therefor shall be

provided as soon as practicable. The registration or permit holder shall be afforded an opportunity for an administrative hearing within ten (10) calendar days after service of the notice of summary suspension.

5. Hearing procedure. The hearing shall be conducted by the Administrator, Clerk/Treasurer, or his/her designee. The registration or permit holder may appear personally or through counsel, present testimony and evidence and respond to the evidence relied upon by the City.
6. Decision. Following the hearing, the hearing officer shall issue a written decision setting forth findings of fact and conclusions supporting the action taken.
7. Appeal. Appeals of any decision made by the hearing officer shall be made to the City Council in writing within seven (7) days after service of the hearing officer's decision. The decision of the City Council shall be final.
8. Penalties. A person who violates this chapter is guilty of a misdemeanor unless otherwise provided by law. See SLPC 1.04.200. The remedies provided in this Section are cumulative. The City may pursue any remedy authorized by law, including criminal prosecution, administrative citation, civil enforcement, injunctive relief or suspension or revocation of the registration or permit.

11.04 PEDDLERS, SOLICITORS, AND TRANSIENT MERCHANTS

11.04.010 Peddlers And Solicitors

11.04.020 Garage Sales

11.04.030 Christmas Tree Sales

11.04.010 Peddlers And Solicitors

1. *Definitions.* For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

NON-COMMERCIAL DOOR-TO-DOOR ADVOCATE. A person who goes door-to-door for the primary purpose of disseminating religious, political, social, or other ideological beliefs. For purposes of this ordinance, the term door-to-door advocate shall fall under the term solicitor and include door-to-door canvassing and pamphleteering intended for non-commercial purposes.

PEDDLER. A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of offering for sale, displaying or exposing for sale, selling or attempting to sell, and delivery immediately upon sale, the goods, wares, products, merchandise or other personal property that the person is carrying or otherwise transporting. The term **PEDDLER** shall mean the same as the term hawker.

PERSON. Any natural individual, group, organization, corporation, partnership, or similar association.

REGULAR BUSINESS DAY. Any day during which the city hall is normally open for the purpose of conducting public business. Holidays defined by state law shall not be counted as regular business days.

SOLICITOR. A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property or services of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above. The term shall mean the same as the term canvasser.

TRANSIENT MERCHANT. A person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, or other portable shelter, or empty store front for the purpose of exposing or displaying for sale, selling or attempting to sell, and delivering, goods, wares, products, merchandise, or other personal property and who does not remain or intend to remain in any one location for more than 14 consecutive days.

2. *Exceptions to Definitions.* For the purpose of this chapter, the terms peddler, solicitor, and transient merchant shall not apply to the following; however, exemption from these definitions does not excuse compliance with any other applicable statutory provision or city ordinance:
 1. ~~For the purpose of the requirements of this chapter, the terms peddler, solicitor and transient merchant, shall not apply to a~~Non-commercial door-to-door advocates.. Nothing within this ordinance shall be interpreted to prohibit or restrict non-commercial door-to-

door advocates. Person engaging in non-commercial door-to-door advocacy shall not be required to register as a solicitor under Paragraph H.

2. Any person selling or attempting to sell at wholesale any goods, wares, products, merchandise or other personal property to a retailer of the items being sold by the wholesaler. ~~The terms also shall not apply to~~
3. ~~a~~Any person who makes initial contacts with other people for the purpose of establishing or trying to establish a regular customer delivery route for the delivery of perishable food and dairy products such as baked goods and milk, ~~nor shall they apply to~~
4. ~~a~~Any person making deliveries of perishable food and dairy products to the customers on his or her established regular delivery route.
5. ~~In addition, Any persons~~ conducting the type of sales commonly known as garage sales, rummage sales, or estate sales, ~~as well as those~~
6. Any persons participating in an organized multi-person bazaar or flea market, ~~shall be exempt from the definitions of peddlers, solicitors, and transient merchants, as shall be~~
7. ~~a~~Anyone person conducting an auction as a properly licensed auctioneer, ~~or~~
8. ~~a~~Any officer of the court conducting a court-ordered sale. Exemption from the definitions for the scope of this chapter shall not excuse any person from complying with any other applicable statutory provision or local ordinance.
9. Any person making deliveries of newspapers, newsletters, or other similar publications on an established customer delivery route, when attempting to establish a regular delivery route, or when publications are delivered to the community at large.
10. ~~Nothing in this chapter shall be interpreted to prohibit or restrict door to door advocacy. Persons engaging in door to door advocacy shall not be required to be licensed or to register under this chapter.~~

3. *Licensing And Exemptions.*

1. *County license required.* No person shall conduct business as a transient merchant within the city limits without first having obtained the appropriate license from the county as required by M.S. Ch. 329 as it may be amended from time to time, if the county issues a license for the activity.
2. *City license required.* Except as otherwise provided for by this chapter, no person shall conduct business as a ~~solicitor,~~ peddler or a transient merchant without first having obtained a license from the city. Solicitors need not be licensed but are required to register with the city pursuant to 11.04.010,B.
3. *License exemptions:*
 1. ~~No license shall be required of any person going from house to house, door to door, business to business, street to street, or other type of place to place business when the activity is for the purpose of exercising that person's state or federal constitutional rights such as freedom of speech, press, religion and the like, except that this exemption may be lost if the person's exercise of constitutional rights is merely incidental to a commercial activity.~~
 2. ~~Professional fund raisers working on behalf of an otherwise exempt person or group shall not be exempt from the licensing requirements of this chapter.~~
 3. ~~Members of organizations for charitable, religious, patriotic or philanthropic purposes shall be exempt from Paragraph C,2 provided that they comply with Paragraph H.~~
4. *Duration.* ~~An annual license granted under this chapter shall be valid for one calendar year from the date of issue. All other licenses under this chapter shall be valid only during the time period indicated on the license.~~

4. *Application.*

1. ~~Application.~~ ~~An A~~ application for a city license to conduct business as a ~~solicitor,~~ peddler or transient merchant shall be made ~~at least~~ fourteen (14) regular business days before the applicant desires to begin conducting a business operation within the city. Application for a license shall be made on a form approved by the City Council and available from the office of the ~~Administrator, Clerk/Treasurer~~ City Clerk. All applications shall be signed by the applicant. All applications shall include the following information:
 1. Applicant's full legal name (each person that will be conducting business within the city).
 2. Any and All other names under which the applicant conducts business or to which applicant officially answers.
 3. A physical description of the applicant (hair color, eye color, height, weight, any distinguishing marks and features, and the like).
 4. Full address of applicant's permanent residence.
 5. ~~Local address or address of local contact.~~
 6. Telephone number of applicant's permanent residence and local contact.
 7. Full legal name of any and all business operations owned, managed, or operated by applicant, or for which the applicant is an employee or agent.
 8. Full address of applicant's regular place of business (if any).
 9. Any and all business related telephone numbers of the applicant, including cellular phones and facsimile (fax) machines.
 10. The type of business for which the applicant is applying for a license.
 11. Whether the applicant is applying for an annual or daily license.
 12. The dates during which the applicant intends to conduct business, ~~and if~~ the applicant is applying for a daily license, the number of days he or she will be conducting business in the city (maximum of 14 consecutive days).
 13. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the city, including the location where a transient merchant intends to set up his or her business.
 14. A statement as to whether or not the applicant has been convicted within the last five years of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance, other than minor traffic offenses.
 15. A list of the three (3) most recent locations where the applicant has conducted business as a peddler or a transient merchant.
 16. Proof of any required county license.
 17. Written permission of the property owner or the property owner's agent for any property to be used by a transient merchant.
 18. A general description of the items to be sold or services to be provided.
 19. Any and All additional information deemed necessary by the City Council.
 20. The applicants drivers license or other acceptable form of identification.
 21. The license plate number, registration information and vehicle identification number (VIN) for any vehicle to be used in conjunction with the licensed business and a description of the vehicle.
2. *Fee.* The application fee for a peddler or transient merchant shall be as set forth in the city's fee schedule as it may be amended from time to time. ~~The application fee shall not be refunded whether or not the license sought is granted. The application fee is subject to change annually in accordance with the fee resolution adopted by the city. There shall be no license fee charged for a solicitor application.~~
3. *Procedure.* Upon receipt of the completed application and payment of the license fee, the ~~Administrator, Clerk/Treasurer~~ City Clerk will, within three (3) regular business days, ~~must~~ determine if the application is complete. An application is determined to be complete only if all required information is provided. If the ~~Administrator, Clerk/Treasurer~~ City Clerk

determines that the application is incomplete, the ~~Administrator, Clerk/Treasurer~~City Clerk must inform the applicant of the required necessary information that is missing. If the application is determined by the Administrator, Clerk/Treasurer to be incomplete, the Administrator, Clerk/Treasurer must inform the applicant of the required, necessary information that is missing. If the application is complete, the ~~Administrator, Clerk/Treasurer~~City Clerk must order any investigation, including background checks, necessary to verify the information provided with the application. Within ten (10) regular business days of receiving a complete application, the ~~Administrator, Clerk/Treasurer~~City Clerk must issue the license unless ~~there exist~~ grounds exist for denying the license under Paragraph E, in which case the ~~Administrator, Clerk/Treasurer~~City Clerk must deny the license. If the ~~Administrator, Clerk/Treasurer~~City Clerk denies the license, the applicant must be notified in writing of the decision, the reason for denial, and of the applicant's right to appeal the denial by requesting, within twenty(20) days of receiving the notice of rejection, a public hearing before the City Council. The City Council shall hear the appeal within 20 days of the date of the request for a hearing. The decision of the City Council following the public hearing can be appealed by petitioning the Minnesota Court of Appeals for writ of certiorari.

4. Duration. An annual license granted under this ordinance shall be valid for one calendar year from the date of issuance. All other licenses granted to peddlers and transient merchants under this ordinance shall be valid only during the time period indicated on the license.
5. License exemptions.
 1. No license shall be required for any person to sell or attempt to sell, or to take or attempt to take orders for, any product grown, produced, cultivated, or raised on any farm.
 2. No license shall be required for any person going from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place movement for the primary purpose of exercising that person's state or federal constitutional rights such as the freedom of speech, freedom of the press, freedom of religion, and the like. This exemption will not apply if the person's exercise of constitutional rights is merely incidental to what would properly be considered a commercial activity.
5. *License Ineligibility.* The following shall be grounds for denying a license under this chapter.
 1. The failure of the applicant to obtain and show proof of having obtained any required county license.
 2. The failure of the applicant to truthfully provide any of the information requested by the city as a part of the application, ~~or~~
 3. ~~†~~The failure to sign the application, ~~or~~
 4. ~~†~~The failure to pay the required fee at the time of the application.
 5. ~~The A~~ conviction-of the applicant within the past five (5) years from the date of the application for any violation of any federal or state statute or regulation, or of any local ordinance, which adversely reflects on the person's ability to conduct the business for which the license is being sought in an professional, honest and legal manner. ThoseSuch violations shall include, but are not be-limited to, burglary, theft, larceny, swindling, fraud, unlawful business practices, and any form of actual or threatened physical harm against another person.
 6. The revocation within the past five (5) years of any license issued to the applicant for the purpose of conducting business as a peddler, solicitor, or transient merchant.
 7. The applicant is found to have a bad business reputation. Evidence of a bad business reputation shall include, but is not be-limited to, the existence of more than three (3) complaints against the applicant with the Better Business Bureau, the Office of the

Minnesota Attorney General's Office or other state attorney general's office, or other similar business or consumer rights office or agency, within the preceding twelve (12) months, or three (3) complaints filed against the applicant within the preceding five (5) years.

6. *License Suspension And Revocation.*

1. *Generally.* Any license issued under this paragraph may be suspended or revoked at the discretion of the City Council for violation of any of the following.
 1. Subsequent knowledge by the city of Ffraud, misrepresentation or incorrect statements provided by an applicant on the application form.
 2. Fraud, misrepresentation or false statements made during the course of the licensed activity.
 3. Conviction of any offense for which granting of a license could have been denied under Paragraph E.
 4. Engaging in any prohibited activity as provided under Paragraph J of this ordinance.
 5. Violations of any other provisions of this ordinance~~chapter~~.
2. *Multiple persons under one license.* The suspension or revocation of any license issued for the purpose of authorizing multiple persons to conduct business as peddlers or transient merchants on behalf of the licensee shall serve as a suspension or revocation of each authorized person's authority to conduct business as a peddler or transient merchant on behalf of the licensee whose license is suspended or revoked.
3. *Notice.* Prior to revoking or suspending any license issued under this chapter, the city shall provide the license holder with written notice of the alleged violations and inform the licensee of his or her right to a hearing on the alleged violation. Notice shall be delivered in person or by mail to the permanent residential address listed on the licensee application, or if no residential address is listed, to the business address provided on the license application.
4. *Public hearing.* Upon receiving the notice provided in Paragraph F,3, the licensee shall have the right to request a public hearing. If no request for hearing is received by the Administrator, Clerk/Treasurer~~City Clerk~~ within ten (10) regular business days following the service of the notice, the city may proceed with the suspension or revocation. For the purpose of mailed notice, service shall be considered completed as of the date the notice is placed in the mail. If a public hearing is requested within the stated time frame, a hearing shall be scheduled within twenty (20) days from the date of the request for the public hearing. Within three (3) regular business days of the hearing, the City Council shall notify the licensee of its decision.
5. *Emergency.* If, in the discretion of the City Council, imminent harm to the health or safety of the public may occur because of the actions of a peddler or transient merchant licensed under this ~~chapter~~ordinance, the City Council may immediately suspend the person's license and provide notice of the right to hold a subsequent public hearing as prescribed in Paragraph F,3.
6. *Appeals.* Any person whose license is suspended or revoked under this paragraph shall have the right to appeal that decision in court.
7. *License Transferability.* No license issued under this chapter shall be transferred to any person other than the person to whom the licensed was issued.
8. *Registration.*
 1. All solicitors and Any person exempt from the licensing requirements of this chapter under Paragraph C shall be required to register with the city prior to engaging in those activities. Registration shall be made on the same form required for a license application, but no fee shall be required. Immediately upon completion of the registration form, the

Administrator, Clerk/Treasurer shall issue to the registrant a certificate of registration as proof of the registration. Certificates of registration shall not be transferrable.

2. Individuals that will be engaging in non-commercial door-to-door advocacy shall not be required to register.
9. *Badges And Identification.* All peddlers, transient merchants, or solicitors shall display a permit, issued in their name, containing a number to correspond to the number of the license, and the license expiration date issued by the City Clerk, which shall be worn in a conspicuous place on the person's outer garment or clothing. Transient merchants shall post conspicuously in his or her place of business the license issued hereunder which license shall be shown at the request of any citizen or police. The licensee shall also have on his or her person, a government issued identification containing a current photograph of the licensee.
10. *Prohibited Activities.* No peddler, solicitor, or transient merchant shall conduct business in any of the following manners:
 1. Calling attention to his or her business or items to be sold by means of blowing any horn or whistle, ringing any bell, crying out, or by any other noise, so as to be unreasonably audible within an enclosed structure.
 2. Obstructing the free flow of traffic, either vehicular or pedestrian, ~~traffic~~ on any street, alley, sidewalk or other public right-of-way.
 3. No more than one individual may approach the doorway of a private home or residence to conduct the business of peddling, soliciting or a transient merchant activity in the city.
 4. Conducting business in a way as to create a threat to the health, safety and welfare of any specific individual or the general public.
 5. Conducting business before 9:00 a.m. and after 5:00 p.m.
 6. Failing to provide proof of license, or registration, and identification, when requested,;
 7. ~~or u~~Using the license or registration of another person.
 8. ~~Making any~~Alleging false or misleading statements about the product or service being sold, including untrue statements of endorsement. No peddler, solicitor, or transient merchant shall claim to have the endorsement of the city solely based on the city having issued a license or certificate of registration to that person.
 9. Remaining on the property of another when requested to leave, ~~or to~~
 10. ~~o~~Otherwise conductoperating their business in any manner that a reasonable person would find obscene, threatening, intimidating or abusive.
11. ~~Entry To Premises Restricted~~Exclusion by Placard. Unless specifically invited by the property owner or tenant, no peddler, solicitor, transient merchant, non-commercial door-to-door advocate, or other person engaged in other similar activities shall enter onto the property of another for the purpose of conducting business as a peddler, solicitor, transient merchant, non-commercial door-to-door advocate, or similar activity when the property is marked with a sign or placard:
 1. ~~Any resident of the city who wishes to exclude peddlers or solicitors from premises occupied by him or her may place upon or near the usual entrance to the premises, a printed placard or sign bearing the following notice: "Peddlers and Solicitors Prohibited." The placard shall be no larger than two square feet in size and the printing thereon shall not be smaller than 48 point type. At least four (4) inches long.~~
 2. At least four (4) inches wide.
 3. With print of at least forty eight (48) point in size.
 4. ~~No peddler or solicitor shall enter in or upon any premises or attempt to enter in or upon any premises, upon which such placard or sign is placed and maintained. Stating "No Peddlers, Solicitors or Transient Merchants," "Peddlers, Solicitors, and Transient Merchants Prohibited," or other comparable statement.~~
 5. No person other than the property owner or tenant~~person occupying such premises~~ shall remove, ~~injure, or~~ deface or otherwise tamper with any sign or placard under this Chapter.~~the placard or sign.~~

12. *Trespass.* It is hereby declared to be unlawful and shall constitute trespass for any person to go upon any premises and ring the doorbell upon or near any door or create any sound in any other manner calculated to attract the attention of the occupant of the residence for the purpose of securing an audience with the occupant and engage in soliciting or peddling in defiance of the notice exhibited at the main entrance of the residence pursuant to Paragraph K.
13. Penalty. Any individual found in violation of any provision of this ordinance, shall be guilty of a misdemeanor.

11.04.020 Garage Sales

1. *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

GARAGE SALE. The ~~infrequent~~ temporary display and sale, by an occupant on his or her premises, of personal property, including general household rummage, used clothing, and appliances. A garage sale is limited in frequency, duration, and advertising as defined in this section. The exchange or sale of merchandise must be conducted within the residence or accessory structure of the premises.

SALE OF HOUSEHOLD ITEMS. The sale of individual household items, for example, refrigerator or couch, by temporary display for sale on the premises by the occupant of the premises.

2. *Requirements.* Garage sales or sales of household items are permitted without permit provided they meet the following standards:
 1. Garage sales and sales of individual items last no longer than three consecutive days;
 2. Sales are held no more than two ~~(2)~~ iee yearly times per calendar year per residential address, and sales cannot be held back-to-back;
 3. Sales are conducted on the owner's or occupant's property. Multiple-family sales are permitted if they are held on the property of one of the participants;
 4. No new retail goods or items purchased for retail may be offered for sale;
 5. No consignment goods may be offered for sale;
 6. No permanent or semi-permanent sales area shall be established. Items, tables, racks, signs or other display structures must be removed immediately upon the conclusion of the sale.
 7. All directional and advertising signs shall be free-standing and shall be removed within 24 hours of completion of the sale;
 8. All directional and advertising signs shall be placed on private property and shall have the owner's permission;
 9. No directional or advertising signs may be larger than two feet by three feet; and
 10. Sales authorized under this section are limited in time to the hours of 8:00 a.m. to 8:00 p.m.
3. *Violations; Enforcement.*
 1. Violations of this section may be enforced by the appropriate city official as an administrative code violation and may include revocation of the right to hold future sales for up to one year.
 2. The violation of any paragraph of this section shall constitute a misdemeanor.

11.04.030 Christmas Tree Sales

1. *License Required.* It shall be unlawful for any person, firm, association, or corporation to maintain and operate a Christmas tree lot without having first secured a license from the City ~~Council and posting a cash bond therefor.~~
2. *License Application And Fee.* Any person, firm, association, or corporation desiring to operate a Christmas tree lot may make application to the City Council for a license therefor. The application shall give the name and address of the applicant, a description of the land to be used, and either evidence of ownership in the application or written permission to so use the land. The application shall be accompanied by a license fee in the amount specified in the City's fee schedule, as ~~set~~amended from time to time ~~by Council resolution.~~ The Council, at its discretion, may grant or deny the application. All licenses of this type shall be issued by the Administrator, Clerk/Treasurer and shall expire on the February 1 following the year of issuance.
3. *Bond.* Upon Council approval ~~that~~of a Christmas tree lot license ~~shall be issued to any person, firm, association, or corporation,~~ the licensee shall deposit with the Administrator, Clerk/Treasurer a cash bond in the amount ~~as established~~specified in the city's fee schedule, as amended from time to time. ~~The cash bond must be posted prior to the license being issued, and the posting of the bond shall be a condition precedent to the issuance of a license by the Administrator, Clerk/Treasurer.~~ This cash bond ~~shall~~will be held until the licensed site~~that lot or parcel of land that the license has been issued for~~ has been completely cleared and cleaned of all Christmas trees, Christmas tree debris, and all other ~~Christmas paraphernalia~~related material. If the site is fully cleaned, ~~—~~prior to the February 1 following the Christmas season ~~that a license was applied for, the applicant has cleared and cleaned the lot or parcel of ground~~ and the Building ~~Inspector~~Official of the city has so ~~certified this fact~~certifies the cleanup to the Administrator, Clerk/Treasurer, ~~then in that event,~~ the applicant's ~~cash bond shall be returned to the applicant.~~ ~~In the event that~~If the Building ~~Inspector~~Official ~~has not certified~~certifies to the Administrator, Clerk/Treasurer that the lot has not been cleared or cleaned of all Christmas trees, Christmas tree debris, and all other related material~~Christmas paraphernalia~~, the applicant shall forfeit his or her cash bond and the city may, at its discretion, clear and clean the site ~~with or without permission of the application owner, if he or she be not the applicant, may clear and clean the lot~~ of all Christmas trees, Christmas tree debris, and related materials~~Christmas paraphernalia~~.
4. *Penalty.* See SLPC 1.04.200(A). ~~Any person violating any of the provisions of this chapter shall be guilty of a misdemeanor which is punishable by a fine of up to \$1,000 and 90 days in jail, or both~~

11.24 AMUSEMENTS LAWFUL GAMBLING

11.24.010 Lawful Gambling

11.24.010 Adoption Of State Law By Reference

11.24.020 City May Be More Restrictive Than State Law

11.24.030 Purpose

11.24.040 Definitions

11.24.050 Applicability

11.24.060 (Reserved)

11.24.070 Lawful Gambling Permitted

11.24.080 Council Approval

11.24.090 Application And Local Approval Of Premises Permits

11.24.100 Local Permits

11.24.110 Revocation And Suspension Of Local Permit

11.24.120 License And Permit Display

11.24.130 Notification Of Material Changes To Application

11.24.140 Local Gambling Tax

11.24.150 (Reserved)

11.24.160 Designated Trade Area

11.24.170 Records And Reporting

11.24.180 Hours Of Operation

11.24.190 Penalty

11.24.010 Lawful Gambling

- ~~1. *Purpose.* The purpose of this section is to regulate and control the conduct of lawful gambling in the city by providing standards and criteria related to the approval or denial of premises permits as required by M.S. § 349.213, as it may be amended from time to time.~~
- ~~2. *Definitions.* For the purpose of this section, the terms defined in M.S. § 349.12, as it may be amended from time to time, are incorporated herein and by reference. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.~~

~~**BOARD.** The State Gambling Control Board.~~

~~**CLASS OF LICENSE.**~~

- ~~1. A Class A, B, C, or D license issued by the Board as authorized under M.S. § 349.16 as it may be amended from time to time, and further defined as follows:
 - ~~1. A Class A license authorizes all forms of lawful gambling;~~
 - ~~2. A Class B license authorizes all forms of lawful gambling except bingo;~~
 - ~~3. A Class C license authorizes bingo only; and~~
 - ~~4. A Class D license authorizes raffles only.~~~~
- ~~2. No premises licensed hereunder shall be issued more than one license in any one class.~~

~~**LAWFUL GAMBLING.** The operation, conduct, or sale of bingo, raffles, paddlewheels, tipboards, and pulltabs as regulated by M.S. Ch. 349, as it may be amended from time to time.~~

~~**ORGANIZATION.** Any fraternal, religious, veterans', or other non-profit group which has at least 15 active dues-paying members, is operating within the city, and either has been duly incorporated in this state as a non-profit organization for the most recent three years, or has been recognized by~~

~~the I.R.S. as exempt from income taxation for the most recent three years, as defined in M.S. § 349.12 as it may be amended from time to time.~~

~~**ORGANIZATIONAL LICENSE.** A license for lawful gambling issued by the Board.~~

~~**PREMISES PERMIT.** A permit issued by the Board to an organization as defined herein, after approval by a City Council resolution. A **PREMISES PERMIT** shall designate the location of an organization's lawful gambling activities.~~

~~**TRADE AREA.** This city and each city contiguous to this city.~~

- ~~3. *Lawful Gambling; Criteria.* Lawful gambling as regulated by M.S. Ch. 349, as it may be amended from time to time, is permitted in the city if the organization conducting these activities meets the following criteria:
 - ~~1. It is licensed by the State Gambling Control Board;~~
 - ~~2. It has maintained an address within the city for at least three years prior to the application, or it owns a commercial building within the city from which it operates;~~
 - ~~3. The organization must strictly adhere to the requirements of this section;~~
 - ~~4. Organizations which lawfully conducted gambling in the city before the effective date of this section are not required to submit applications before the date of their next license or permit renewal; however, all organizations must comply with the terms of this section immediately upon its passage and publication; and~~
 - ~~5. Premises authorized to conduct lawful gambling in the city must have an on-sale or off-sale liquor license or a club license permitting liquor on the premises.~~~~
- ~~4. *Premises Permits And Bingo Hall Licenses; Procedures.*
 - ~~1. An organization applying to the Gambling Control Board for a premises permit, bingo hall license, or for the renewal of the same, to conduct lawful gambling in the city shall, within ten days of making the application, file the following with the city:
 - ~~1. A duplicate copy of the Gambling Control Board application along with all supporting documents submitted to the Gambling Control Board;~~
 - ~~2. A copy of the articles of incorporation and bylaws of the organization;~~
 - ~~3. The names and addresses of all officers and directors of the organization;~~
 - ~~4. A copy of the organization's written procedures and criteria for distribution of funds derived from lawful gambling, its standardized application form, and its written fiscal control procedures;~~
 - ~~5. A copy of the I.R.S.'s tax exempt letter;~~
 - ~~6. Confirmation that no employee or principal officer of the organization has been convicted of a felony. No employee or organization whose principal officers and employees with a felony conviction, shall be employed in a gambling related activity by any permitted organization;~~
 - ~~7. All organizations must show proof that they have a gambling manager trained in accordance with the requirements of M.S. § 349.167, as it may be amended from time to time (Laws, 1990); and~~
 - ~~8. A copy of the gambling organization's lease, which must be for a two-year period, shall be submitted to the city for approval.~~~~
 - ~~2. Upon receipt of the materials required by Paragraph D,1, city staff shall investigate the applicant, and based upon the investigation, the City Council shall act on the application within 30 days.~~
 - ~~3. The action of the City Council to approve an applicant for a premises permit or bingo hall license within the city shall be by resolution. Failure to receive a majority affirmative vote of the City Council shall constitute a denial of the application.~~~~

- ~~4. Copies of the monthly financial statements filed by the organization with the Gambling Control Board, as defined in M.S. § 349.154, as it may be amended from time to time, shall be filed with the city within ten days of filing those materials with the Gambling Control Board.~~
- ~~5. To assure compliance with this section, the city may require a premises permit holder or bingo hall licensee to provide copies of his or her records described in M.S. § 349.19, as it may be amended from time to time.~~
- ~~6. A premises permit issued by the city under this paragraph may be suspended or revoked by the city for violation of this section or for failure to meet the qualifications set out in this section, or for a willful violation of any paragraph of this section, or for a failure to comply, for any reason, with any provision, guarantee, or claim made in an applicant's original license application to the city or the state.~~
- ~~7. No license or permit issued by the city, including any bingo hall license, grants the licensee a property right or entitlement to the license or permit. The city may refuse to issue, renew, or revoke the license or permit for any reason and will not incur liability for any damages including but not limited to direct, consequential, or incidental damages, deprivation of property, loss of income, loss of profits, or loss of livelihood.~~
- ~~8. All Class A and Class B licensees and permittees in the city shall use an approved independent accounting firm for their annual audits related directly to lawful gambling and charges as an allowable expense of the gambling operation. Further, all Class A and Class B licensees and permittees, at their discretion, may use an independent accounting firm to perform other accounting, bookkeeping, and tax preparation services related directly to lawful gambling and charges as an allowable expense of the gambling operation. All agreements providing for this type of services shall be in writing and shall be submitted to the city as part of the application for review by the city to determine compliance with local and state regulations and laws. Any such agreements entered into or modified after issuance of a license or permit shall be filed with the city prior to the new agreement or modification becoming effective. The initial approval and the continuance of a license or permit is contingent upon these agreements complying with this section and state statutes and regulations. It shall be unlawful for the premises owner to provide accounting or bookkeeping services to the licensee, directly or indirectly.~~
- ~~9. All licensees and permittees in the city will assure continuous and active management of the gambling operation by members of the organization and will not delegate managerial responsibilities; all licensees and permittees will work continuously to operate in the most efficient manner to increase the amount of available lawful proceeds and will maintain the lowest possible costs and will encourage and use volunteers to the fullest extent possible.~~
- ~~5. Contributions. Each organization conducting lawful gambling within the city shall contribute a minimum of 60% of its net profits to organizations outside of itself within the city's trade area as defined in § 115.16.~~
- ~~6. Law Enforcement And Administrative Costs.~~
 - ~~1. All organizations conducting lawful gambling within the city shall, within 30 days of the end of the month, pay to the city an amount equal to 3% of the gross receipts from lawful gambling conducted in the city in that month, less amounts actually paid for prizes, to cover the city's law enforcement and administrative costs in regulating lawful gambling. Any unused portion of this money will be paid back annually in accordance with M.S. § 349.213, as it may be amended from time to time.~~
 - ~~2. The city may investigate the criminal history and background of an applicant for a premises permit or license pursuant to this section.~~
- ~~7. Gambling Exempt From State Licensing Requirements.~~
 - ~~1. Organizations which conduct lawful gambling which are exempt from state gambling licensing requirements may conduct that gambling within the city upon receipt of a permit~~

- ~~from the city, except this requirement does not apply to door prizes, raffles, and bingo where total prizes are less than an amount set forth in the fee schedule.~~
- ~~2.—An application for this type of permit, along with a fee in the amount set from time to time by Council resolution, shall be made at least 30 days prior to the date the gambling is to be conducted. The application shall contain the following:
 - ~~1.—The name of the organization;~~
 - ~~2.—The address of the organization;~~
 - ~~3.—The place where the gambling will occur; and~~
 - ~~4.—The total prizes to be awarded.~~~~
 - ~~3.—Within 30 days of filing any reports with the Gambling Control Board, the organization shall file a copy of those reports with the city.~~
 - ~~4.—The provisions relating to law enforcement and administrative costs set forth in § 115.20 shall not apply to gambling permitted pursuant to this paragraph. All other provisions of this section apply to these organizations.~~
 - ~~8.—Violations. It shall be a misdemeanor to carry on any lawful gambling activity without a valid premises permit. Nothing in this paragraph shall preclude the city from enforcing this section by means of any appropriate legal action.~~
 - ~~9.—Enforcement Responsibility. Nothing in this section shall be construed to require the city to undertake any responsibility for enforcing compliance with M.S. Ch. 349 other than those provisions related to the issuance of premises permits as required in M.S. § 349.213, as these statutes may be amended from time to time.~~

11.24.010 Adoption Of State Law By Reference

The provisions of M.S. Ch. 349, as they may be amended from time to time, with reference to the definition of terms, conditions of operation, provisions relating to sales, and all other matters pertaining to lawful gambling are hereby adopted by reference and are made a part of this ordinance as if set out in full. It is the intention of the Council that all future amendments of M.S. Ch. 349, are hereby adopted by reference or referenced as if they had been in existence at the time this ordinance was adopted.

11.24.020 City May be More Restrictive than State Law

The Council is authorized by the provisions of Minn. Stat. § 349.213, as it may be amended from time to time, to impose, and has imposed in this ordinance, additional restrictions on gambling within its limits beyond those contained in M.S. Ch. 349, as it may be amended from time to time.

11.24.030 Purpose

The purpose of this ordinance is to regulate lawful gambling within the City of Spring Lake Park, to prevent its commercialization, to ensure the integrity of operations, and to provide for the use of net profits only for lawful purposes.

11.24.040 Definitions

In addition to the definitions contained in M.S. § 349.12, as it may be amended from time to time, the following terms are defined for the purpose of this ordinance.

BOARD. State of Minnesota Gambling Control Board.

CITY. City of Spring Lake Park.

COUNCIL. The City Council of the City of Spring Lake Park.

LICENSED ORGANIZATION. An organization licensed by the Board.

LOCAL PERMIT. A permit issued by the city.

TRADE AREA. The City and each city contiguous to the City.

11.24.050 Applicability

This ordinance shall be construed to regulate all forms of lawful gambling within the city except bingo conducted within a nursing home or a senior citizen housing project or by a senior citizen organization if the prizes for a single bingo game do not exceed \$10, total prizes awarded at a single bingo occasion do not exceed \$200, only members of the organization, residents of the nursing home or housing project, and their guests, are allowed to play in a bingo game, no compensation is paid for any persons who conduct the bingo, and a manager is appointed to supervise the bingo.

11.24.060 (Reserved)

11.24.070 Lawful Gambling Permitted

Lawful gambling is permitted within the city provided it is conducted in accordance with M.S. §§ 609.75-.763, inclusive, as they may be amended from time to time; M.S. §§ 349.11-.23, inclusive, as they may be amended from time to time; and this ordinance.

11.24.080 Council Approval

Lawful gambling authorized by M.S. §§ 349.11-.23, inclusive, as they may be amended from time to time, shall not be conducted unless approved by the Council, subject to the provisions of this ordinance and state law.

11.24.090 Application And Local Approval Of Premises Permits

1. Any organization seeking to obtain a premises permit from the Board shall file with the Administrator, Clerk/Treasurer an executed, complete duplicate application, together with all exhibits and documents accompanying the application as will be filed with the Board.
2. Upon receipt of an application for issuance of a premises permit, the Administrator, Clerk/Treasurer shall transmit the application to the Police Chief for review and recommendation.
3. The Police Chief shall investigate the matter and make the review and recommendation to the City Council as soon as possible, but in no event later than 45 days following receipt of the notification by the city.
4. The applicant shall be notified in writing of the date on which the Council will consider the recommendation.
5. The Council shall receive the Police Chief's report and consider the application within 45 days of the date the application was submitted to the Administrator, Clerk/Treasurer.
6. The Council shall by resolution approve or disapprove the application within 60 days of receipt of the application.
7. The Council shall deny an application for issuance or renewal of a premises permit for any of the following reasons:
 1. Violation by the gambling organization of any state statute, state rule, or city ordinance relating to gambling within the last three (3) years.
 2. Violation by the on-sale establishment or organization leasing its premises for gambling of any state statute, state rule, or city ordinance relating to the operation of the establishment, including, but not limited to, laws relating to alcoholic beverages, gambling, controlled substances, suppression of vice, and protection of public safety within the last three (3) years.
 3. Lawful gambling would be conducted at premises other than those for which an on-sale liquor license has been issued.

4. Gambling organization has not maintained an address within the city for at least three years prior to the application or it does not own a commercial building within the city from which it operates.
5. Operation of gambling at the site would be detrimental to health, safety, and welfare of the community.

11.24.100 Local Permits

1. No organization shall conduct lawful gambling excluded or exempted from state licensure requirements by M.S. § 349.166, as it may be amended from time to time, without a valid local permit. This section shall not apply to lawful gambling exempted from local regulation by Section 5 of this ordinance.
2. Applications for issuance or renewal of a local permit shall be on a form prescribed by the city. The application shall contain the following information:
 1. Name and address of the organization requesting the permit.
 2. Name and address of the officers and person accounting for receipts, expenses, and profits for the event.
 3. Dates of gambling occasion for which permit is requested.
 4. Address of premises where event will occur.
 5. Copy of rental or leasing arrangement, if any, connected with the event, including rent to be charged to the organization.
 6. Estimated value of prizes to be awarded.
3. The fee for a local permit shall be \$100. The fee shall be submitted with the application for a local permit. This fee shall be refunded if the application is withdrawn before the investigation is commenced.
4. Upon receipt of an application for issuance or renewal of a local permit, the Administrator, Clerk/Treasurer shall transmit the notification to the Police Chief for review and recommendation.
5. The Police Chief shall investigate the matter and make review and recommendation to the City Council as soon as possible, but in no event later than 45 days following receipt of the notification by the city.
6. The applicant shall be notified in writing of the date on which the Council will consider the recommendation.
7. The Council shall receive the Police Chief's report and consider the application within 45 days of the date the application was submitted to the Administrator, Clerk/Treasurer.
8. The City Council may deny an application for issuance or renewal of an excluded or exempt lawful gambling permit for any of the following reasons:
 1. Violation by the gambling organization of any state statute, state rule, or city ordinance relating to gambling within the last three (3) years.
 2. Violation by the on-sale establishment, or organization leasing its premises for gambling, of any state statute, state rule, or city ordinance relating to the operation of the establishment, including, but not limited to, laws relating to the operation of the establishment, laws relating to alcoholic beverages, gambling, controlled substances, suppression of vice, and protection of public safety within the last three (3) years.
 3. The organization has not been in existence for at least three (3) consecutive years prior to the date of application.
 4. The organization does not have at least thirteen (13) active and voting members.
 5. Failure of the applicant to pay the permit fee provided by Paragraph C within the prescribed time limit.
 6. Operation of gambling at the site would be detrimental to health, safety, and welfare of the community.
9. Local permits shall be valid for one (1) year after the date of issuance unless suspended or revoked.

11.24.110 Revocation And Suspension Of Local Permit

1. A local permit may be revoked or temporarily suspended for a violation by the gambling organization of any state statute, state rule, or city ordinance relating to gambling.
2. A license shall not be revoked or suspended until written notice and an opportunity for a hearing have first been given to the permitted person. The notice shall be personally served or sent by certified or registered mail. If the person refuses to accept notice, notice of the violation shall be served by posting it on the premises. Notice shall state the provision reasonably believed to be violated and shall also state that the permitted person may demand a hearing on the matter, in which case the permit will not be suspended until after the hearing is held. If the permitted person requests a hearing, the Council shall hold a hearing on the matter at least one week after the date on which the request is made. If, as a result of the hearing, the Council finds that an ordinance violation exists, then the Council may suspend or revoke the permit.

11.24.120 License And Permit Display

All permits issued under state law or this ordinance shall be prominently displayed during the permit year at the premises where gambling is conducted.

11.24.130 Notification Of Material Changes To Application

An organization holding a state-issued premises permit or a local permit shall notify the city within ten (10) days in writing whenever any material change is made in the information submitted on the application.

11.24.140 Local Gambling Tax

1. A local gambling tax of three percent (3%) per year is imposed on the gross receipts of a licensed organization from all lawful gambling less prizes actually paid out by the organization.
2. The tax shall be paid by the organization on a monthly basis and shall be reported on a copy of the monthly gambling activity summary and tax return filed with the Minnesota Department of Revenue. The report shall be an exact duplicate of the report filed with the Department, without deletions or additions, and must contain the signatures of organization officials as required on the report form.
3. The tax return and payment of the tax due must be postmarked, or, if hand-delivered, received in the office of the Administrator, Clerk/Treasurer, on or before the last business day of the month following the month for which the report is made.
4. An incomplete tax return will not be considered timely filed unless corrected and returned by the due date for filing.
5. Interest shall be charged at a rate of eight percent (8%) on all overdue taxes owed by the organization under this Section.

11.24.150 (Reserved)

11.24.160 Designated Trade Area

1. Each organization licensed to conduct gambling within the city shall expend one hundred percent (100%) of its lawful purpose expenditures on lawful purposes conducted within the city's trade area.
2. This section applies only to lawful purpose expenditures of gross profits derived from gambling conducted at a premises within the city's jurisdiction.

11.24.170 Records And Reporting

1. Organizations conducting lawful gambling shall file with the city clerk one copy of all records and reports required to be filed with the Board, pursuant to M.S.. Ch. 349, as it may be amended from time to time, and rules adopted pursuant thereto, as they may be amended from time to time. The records and reports shall be filed on or before the day they are required to be filed with the Board.
2. Organizations licensed by the Board shall file a report with the city proving compliance with the trade area spending requirements imposed by SLPC 11.24.160. Such report shall be made on a form prescribed by the city and shall be submitted annually.

11.24.180 Hours Of Operation

Lawful gambling shall not be conducted between 2 a.m. and 8 a.m. on any day of the week.

11.24.190 Penalty

Any person who violates any provision of this ordinance; M.S. §§ 609.75-609.763, inclusive, as they may be amended from time to time; or M.S. §§ 349.11-349.21, inclusive, as they may be amended from time to time; or any rules promulgated under those sections, as they may be amended from time to time, shall be guilty of a misdemeanor and subject to a fine of not more than \$1,000 or imprisonment for a term not to exceed 90 days, or both, plus in either case the costs of prosecution. In addition, violations shall be reported to the Board and recommendation shall be made for suspension, revocation, or cancellation of an organization's license.

City of Spring Lake Park Staff Report



Agenda Date	Status
March 2, 2026 Work Session	
Requestor	Agenda Section
Councilmember Moran	Discussion
Agenda Item #: 2c	
City Communications Regarding Federal Enforcement Activity	
Executive Summary	
<p>At the request of Councilmember Moran, this item has been placed on the agenda to discuss recent federal immigration enforcement activity in the metro area and the questions it has generated regarding the City’s role. The Council is asked to consider whether a formal public statement or additional communication is warranted and, if so, to provide direction on the content and tone of such communication.</p>	
Background	
<p>Earlier this year, federal authorities initiated what has been referred to as “Operation Metro Surge,” a coordinated immigration enforcement effort occurring across multiple communities in the Twin Cities metropolitan area, including activity within Spring Lake Park. The enforcement activity prompted questions from residents and businesses regarding the City’s role and responsibilities.</p>	
<p>In response to those inquiries, the City has utilized a prepared statement to guide staff communications. That statement clarifies that immigration enforcement is a federal responsibility; that the Spring Lake Park Police Department is not involved in immigration enforcement and has not been asked to participate; that federal agencies operate independently of the City; and that concerns regarding federal activity should be directed to the appropriate federal oversight agencies. The statement also reaffirms the City’s commitment to public safety and the well-being of all residents.</p>	
<p>Councilmember Moran has requested that the Council hold a discussion regarding whether the City Council should issue an official statement on this matter. The purpose of the discussion is to determine if additional communication from the governing body is warranted and, if so, to provide direction regarding its scope and tone.</p>	

Board/Commission Review

N/A

Financial Impact

N/A

Staff Recommendation

Staff notes that the enforcement surge appears to be winding down and that the City's existing communication has provided factual clarification regarding the City's limited role. Staff recommends that the Council carefully consider the objective and practical value of issuing an additional formal statement at this time, including whether it would provide new information, strengthen community understanding, or instead create unintended division or intergovernmental complications. If the Council determines that a statement is appropriate, staff recommends that it remain focused on clarifying the City's role, reaffirming public safety priorities, and maintaining constructive intergovernmental relationships.

Attachments

1. Current Statement
2. LMC Handout – Questions to Ask Before Issuing a Statement
3. Other Community Statements

Spring Lake Park - Police Department Statement to Residents

We have received some inquiries regarding federal LE efforts happening in our communities and what our role is in that. Thank you to everyone that has reached out to us, rather than going online and making assumptions one way or another.

The Spring Lake Park Police Department is not involved in immigration enforcement and defers all immigration enforcement to federal authorities. We have also not been asked by federal agencies to be involved in any actions either.

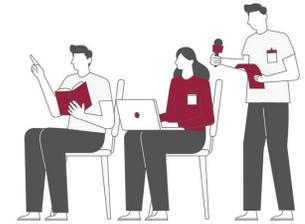
Federal agents have been active in most cities across the metro area and many more cities across the State, including within the City of Spring Lake Park.

Many of the agents are enforcing or conducting investigations related to immigration law. They do not notify us when they are coming nor notify us when they leave. Although we cannot provide legal advice or individualized guidance to businesses or residents, we do encourage businesses and residents to consult with their legal counsel for specific guidance and encourage residents to educate themselves on the applicable provisions of federal law and their rights thereunder. We continue to work with our schools and local interested parties to ensure the safety of our youth and all those who want to exercise their 1st Amendment rights.

If we observe apparent misconduct or a civil rights violation occurring in Spring Lake Park, we will promptly report that to the appropriate authorities. As a municipality, we do not have legal authority over federal law enforcement. If people experience or personally observe federal law enforcement activity that they feel is concerning, they can contact the applicable federal department responsible for oversight. Specific concerns about ICE activity should be directed to the Department of Homeland Security, which is responsible for ICE oversight.

We care deeply about our residents and community and your safety is our top priority. I hope this answers some of the questions/concerns that have been surfacing. I encourage people to reach out to me directly should you have additional questions or concerns.

Questions to ask before issuing a statement:



Does the issue directly impact our members and/or staff?

Does our voice add value to the conversation?

Does what we say have the potential to change or impact the situation?

Is anyone asking for our opinion?

Who benefits from us making a statement?

Who is harmed?

Does our statement truly reflect the full membership/organization?

Are we experts in this issue?

Do we have enough information about the situation to comment?

Does a statement adhere to our values, goals, and mission?

Immigration Resources

The City of Fridley has received a variety of inquiries during heightened federal immigration enforcement operations in our region. A webpage has been created to house resources including flyers, statements and messaging from City leaders, and a question and answer section.

[Immigration Resources \(https://www.fridleymn.gov/Public-Safety/Police/Immigration-Resources\)](https://www.fridleymn.gov/Public-Safety/Police/Immigration-Resources)

[Home \(https://www.fridleymn.gov/Home\)](https://www.fridleymn.gov/Home) / **Fridley Public Safety Statement Regarding Immigration Enforcement**

Fridley Public Safety Statement Regarding Immigration Enforcement

Published on January 09, 2026

The Fridley Public Safety Department is aware of federal immigration enforcement activity occurring within our community. Immigration law is the responsibility of the federal government. The federal government does not notify the Fridley Public Safety Department of current operations.



Fridley Public Safety enforces only state and local laws. Our role is narrowly focused on maintaining public safety, preserving life and keeping the peace.

The “Statement on Immigration Enforcement” was created in early 2017 and represents the decades-long practice of the Fridley Public Safety Department. Our mission remains to provide impartial and professional public safety services to every member of our community.

Statement on Immigration Enforcement

- In the past, the Fridley Police Department has not made a practice of questioning people about their immigration status. The Fridley Police Department will continue this practice, unless a person’s immigration status specifically relates to an active investigation.
- The Fridley Police Department will provide fair and impartial police services to **all persons**, regardless of their immigration status.
- The Fridley Police Department participates in the U-Visa Program, which provides legal status to victims and witnesses of serious crimes if they cooperate with law enforcement during a criminal investigation.
- The Fridley Police Department will assist local, state and federal law enforcement partners, when requested, with executing search warrants, arrest warrants, or other lawful orders as required by law.
- The City of Fridley is not defined as a “Sanctuary City”, either by policy or practice. However, the Fridley Police Department will not actively seek out any individual for reasons based solely upon that individual’s actual or perceived immigration status, unless specifically required by a warrant or court order.

Statement in Other Languages

- [Spanish - Statement on Immigration Enforcement](#) (PDF, 577KB)
(/files/assets/city/v/1/public-safety/documents/immigration-enforcement-statement_spanish.pdf)
- [Hmong - Statement on Immigration Enforcement](#) (PDF, 579KB)
(/files/assets/city/v/1/public-safety/documents/immigration-enforcement-statement_hmong.pdf)

- [Somali - Statement on Immigration Enforcement](#) ^(PDF, 576KB) [\(/files/assets/city/v/1/public-safety/documents/immigration-enforcement-statement_somali.pdf\)](#)
- [Arabic - Statement on Immigration Enforcement](#) ^(PDF, 591KB) [\(/files/assets/city/v/1/public-safety/documents/immigration-enforcement-statement_arabic.pdf\)](#)
- [English - Statement on Immigration Enforcement](#) ^(PDF, 575KB) [\(/files/assets/city/v/1/public-safety/documents/immigration-enforcement-statement_english.pdf\)](#)

Tagged as:

General News

City Council Statement Regarding Federal Immigration Enforcement

Statement from the Columbia Heights City Council:

Over the past two weeks, the Columbia Heights City Council, City first responders, City staff, and Mayor Amáda have received many calls, emails, and messages from concerned residents asking about the presence of federal immigration agents in our city.

We have seen the trauma. We have seen the fear in our community's eyes. We have heard from seniors, students, and families. We have met with business owners, school board members, and neighbors who have experienced these harms firsthand. We have been present. We have listened. And we believe our community.

Neighbors have reported agents near schools, parks, streets, businesses, and public buildings—places meant to be safe for children and families. Instead, many people now feel watched, targeted, and afraid.

We have also heard reports of agents refusing to show warrants, ignoring due process, and harassing residents and business owners. These actions are deeply concerning.

Public spaces belong to the people of Columbia Heights. No one should be afraid to go to school, go to work, worship, or use City spaces.

Our immigrant neighbors are not strangers. They are our friends, coworkers, classmates, and loved ones. You belong here.

The Columbia Heights Police Department does not enforce immigration laws and does not ask about immigration status. Its role is to protect the safety of all residents.

We are asking federal immigration agents to remove themselves from our public spaces and stop actions that are harming our community. We believe this is morally wrong.

Columbia Heights chooses care over fear and community over division. We stand with our neighbors.

— The Columbia Heights City Council

Community Resources

View [resources](#) related to federal immigration enforcement activity.

Attend the [Community Listening Session](#) on Tue, Jan 27.

View the City's [Oct 8, 2025, statement regarding ICE activity](#).



Statement on recent ICE activities

[View the city's statement on recent ICE activities.](https://www.shoreviewmn.gov/Our-city/News/Statement-on-recent-ICE-activities)

[\(<https://www.shoreviewmn.gov/Our-city/News/Statement-on-recent-ICE-activities>\)](https://www.shoreviewmn.gov/Our-city/News/Statement-on-recent-ICE-activities)

Home (<https://www.shoreviewmn.gov/Home>) / Our city
(<https://www.shoreviewmn.gov/Our-city>) / News
(<https://www.shoreviewmn.gov/Our-city/News>) / **Statement on recent ICE activities**

Statement on recent ICE activities

Published on January 15, 2026

Updated on January 15, 2025

Over the past week, we've heard from many residents that the increased level of ICE activity has created uncertainty and fear across our community. It is also impacting our business community. We know you're worried about your loved ones, your neighbors, yourselves, and our community. The lack of information from the federal government, who is not coordinating with local governments or law enforcement agencies, does not help this.

Shoreview is committed to being a community where everyone feels safe and welcomed, regardless of immigration status. If you feel unsafe in any situation or have public safety concerns, call 911.

We are having ongoing conversations with our public safety partners, staff, and faith and community organizations to better understand what we can do to keep our community safe, including those visiting the community center.

If you wish to share your thoughts on ICE's presence in Minnesota, please reach out to your federal representatives below:

- U.S. Senator Amy Klobuchar - 612-727-5220

- U.S. Senator Tina Smith - 651-221-1016
- U.S. Representative Betty McCollum - 651-224-9191

Your city council and city leadership will continue to work on your behalf towards our vision of being a welcoming, safe community for all.

If you have any questions or thoughts, please reach out. Stay safe and take care of each other.

Questions?

Mayor Sue Denkinger, sdenkinger@shoreviewmn.gov
(<mailto:sdenkinger@shoreviewmn.gov>).

Councilmember John Doan, jdoan@shoreviewmn.gov
(<mailto:jdoan@shoreviewmn.gov>).

Councilmember Paul Gardner, pgardner@shoreviewmn.gov
(<mailto:pgardner@shoreviewmn.gov>).

Councilmember Shelly Myrland, smyrland@shoreviewmn.gov
(<mailto:smyrland@shoreviewmn.gov>).

Councilmember Cory Springhorn, cspringhorn@shoreviewmn.gov
(<mailto:cspringhorn@shoreviewmn.gov>).

City Manager Brad Martens, bmartens@shoreviewmn.gov
(<mailto:bmartens@shoreviewmn.gov>).

Resources

Know your rights

- We have rights (<https://www.wehaverights.us/>)
 - Short videos on preparing for and safely defending your rights during encounters with ICE.
- American Civil Liberties Union - know your rights
(<https://www.aclu.org/know-your-rights/immigrants-rights>).
- Minnesota Attorney General - know your rights
(<https://www.ag.state.mn.us/Consumer/Publications/KnowYourRightsWi>

[thICE.asp](#)).

- Everyone has the following rights regardless of your citizenship status:
 - To remain silent. If you wish to exercise that right, say so out loud.
 - To refuse to consent to a search of yourself, your car or your home.
 - Constitutional rights.
 - To a lawyer if you are arrested. Ask for one immediately.
 - To record police actions as long as you do not interfere with their activities and are not breaking any other law.

Legal resources

- [Immigrant Law Center of MN \(https://www.ilcm.org/\)](https://www.ilcm.org/) | [651-641-1011](tel:6516411011) (tel:6516411011).
 - [Comprehensive resource lists \(https://www.ilcm.org/immigration-resources/know-your-rights/\)](https://www.ilcm.org/immigration-resources/know-your-rights/)
- [Southern Minnesota Regional Legal Services \(SMRLS\)](https://www.smrls.org/) (https://www.smrls.org/) | [1-877-696-6529](tel:18776966529) (tel:18776966529) or [651-222-5863](tel:6512225863) (tel:6512225863).
- [Law Help MN \(https://www.lawhelpmn.org/self-help-library/immigration\)](https://www.lawhelpmn.org/self-help-library/immigration)
- [The Advocates for Human Rights' Agency and Attorney referral list \(https://www.theadvocatesforhumanrights.org/Legal_Help\)](https://www.theadvocatesforhumanrights.org/Legal_Help)

Food shelves

- [Centennial Community Food Shelf \(https://www.centennialfoodshelf.org/\)](https://www.centennialfoodshelf.org/)
- [Keystone Community Service \(https://keystoneservices.org/food-shelf/\)](https://keystoneservices.org/food-shelf/)
- [Meals on Wheels \(https://communityed.mvpschools.org/food/meals-on-wheels\)](https://communityed.mvpschools.org/food/meals-on-wheels)
- [Manna Market \(https://mannamarketmn.org/hours-locations/\)](https://mannamarketmn.org/hours-locations/)
- [Minnesota Food Helpline \(https://www.hungersolutions.org/programs/mn-food-helpline/\)](https://www.hungersolutions.org/programs/mn-food-helpline/)

- Ralph Reeder Food Shelf
(<https://communityed.mvpschools.org/food/ralph-reeder>)
 - Ralph Reeder is also taking donations for rent assistance
(<https://www.ralphreederfoodshelf.org/donate>)
- Ramsey County food assistance information
(<https://www.ramseycountymn.gov/residents/assistance-support/assistance/food-resources>)
- Ramsey County food resource map
(<https://experience.arcgis.com/experience/6162272bbdc64b22a57374d0d3d25e2b>)
- White Bear Area Emergency Food Shelf (<https://whitebearfoodshelf.org/>)

Business resources

- Minnesota Chamber of Commerce - employer resources for immigration enforcement (<https://www.mnchamber.com/employer-resources-immigration-enforcement>)
- National Immigration Law Center - guide for employers on what to do if ICE comes to your workplace (<https://www.nilc.org/resources/a-guide-for-employers-what-to-do-if-immigration-comes-to-your-workplace/>)
- Saint Paul Area Chamber of Commerce - business and legal resources (<https://welovetc.com/>)
- State of Minnesota - immigration resources
(<https://mn.gov/ombudfam/resources/immigration.jsp>)

Additional resources

- American Civil Liberties Union of MN - what if I am stopped by the police or ICE (<https://www.aclu-mn.org/know-your-rights/what-if-im-stopped-police-or-ice/>)
- ICE detainee locator system (<https://locator.ice.gov/odls/#/search>)
 - Use the above link to find an individual who is currently in ICE custody or Customs and Border Protection's custody for more than 48 hours.

- Minnesota Immigration Services Hub (<https://www.lawhelpmn.org/minnesotas-immigration-legal-services-hub-initiative>).
- Minnesota Attorney General's online reporting form (https://www.ag.state.mn.us/Office/Communications/2026/01/15_Federal_Action.asp).
 - Use the above link to share information on impacts of federal actions, as well as incidents that have occurred.
- National Alliance on Mental Illness (<https://namimn.org/ice/>).
 - Provides resources to support mental health
- Northeast Youth and Family services (<https://nyfs.org/>).
 - Provides trauma-informed mental health services
- Ramsey County resources (<https://www.ramseycountymn.gov/your-government/open-government/ramsey-county-response-federal-actions/immigration-related-resources>).
- Xcel Energy (<https://mn.my.xcelenergy.com/s/>).
 - No shutoffs through February
 - Xcel Energy is suspending disconnection services in the Twin Cities area through February.
 - You do not need to call to get this protection but note that bills will continue to accrue.
 - Help is available
 - You can visit their customer service portal (<https://mn.my.xcelenergy.com/s/billing-payment/manage-bill>) or call 800-895-4999 (<tel:8008954999>) to talk through payment plans, late-fee removal, or energy assistance.
 - Xcel offers help in multiple languages.
 - Your data is protected
 - Xcel ensures your personal information is protecte (<https://mn.my.xcelenergy.com/s/privacy>)d under a number of state laws and their own privacy policies.

Tagged as:

Announcements